



Guatemala, June 13, 2010

To Whom It May Concern,

I had the good fortune and honor to know and work with Jim Burwell while working at Colegio Interamericano, where I worked for 32 years, first as Elementary School Principal, and then as Curriculum Coordinator.

Colegio Interamericano is an experimental, coeducational, secular, non-profit, bi-lingual (English and Spanish) school. It is accredited by the Southern Association of Colleges and Schools (SACS) as well as fulfilling the requirements for the Ministry of Education in Guatemala.

Mr. Burwell came to Colegio Interamericano in 2005 as 10th grade English teacher. As a teacher Jim was always willing to share his significant teaching knowledge and expertise, in particular concerning writing strategies. He led a professional development workshop for all teachers from grades 1 through 12 in the use of the 6 Traits +1 writing rubrics.

In 2007 Mr. Burwell took over as High School Principal. The High School section has approximately 300 students and 30 teachers. His leadership and attitude were always positive. He had a clear vision of strengths and weaknesses of the High School, and had a keen ability to see the direction that the school, both students and teachers, needed to move. What areas needed to be strengthened, strategies which needed to be implemented, improvements in the area of discipline, and improved channels of communication which needed to be pursued in order to maintain constant communication with the High School educational community, were just some of the areas in which Jim strived for continual improvement.

Jim implemented a program of continual professional learning for the High School teachers. In addition, his leadership and knowledge of curriculum development were invaluable to the process of curricular scope and sequence revision which took place at the school during this time, and of which I was coordinating. His support of curricular development was always unconditional.

Jim's interpersonal relationship with students, teachers, and administrators was constantly positive and his communication with parents was respectful and effective. As part of the administrative team, Jim Burwell was an effective, dynamic, and positive member.

If you wish further information, please do not hesitate to contact me by telephone at (502) 2333-9607 to 9, or by email at oralejos@colegiomonarch.com.

Sincerely,



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