



Whittier Elementary

616 N. Wehe Ave • Pasco, Washington 99301

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June 17, 2021

To Whom It May Concern,

I am pleased to write this letter of reference for Cathy Long. Cathy did a long-term library substitute position (April 26-June16) at Whittier Elementary.

Cathy followed the lesson plans that were left by the current library teacher. She added additional instructional activities to the lessons to make it more meaningful for students. Cathy connected with the distancing learning students and provided enrichment activities for them to do at home.

For the short amount of time subbing at Whittier, Miss Long build relationships with students, staff, and families. She would meet with parents' afterschool if they had questions and send information to families on what students were working on.

Miss Long seeks out professional development opportunities at the ESD 123 and the Pasco School District to enhance content knowledge. She asked technology questions about Zoom and Classdojo to serve better Whittier students and families.

Cathy was very much genuinely active with her specialist team. She collaborated and shared her knowledge with them. She worked well with the library clerk and had a positive effective communication system between them. She was very positive in receiving feedback from colleagues and Admin.

If I can be of further assistance, please do not hesitate to contact me.

Sincerely,

Victor H. Silva
Principal