



## FARMINGTON MUNICIPAL SCHOOLS

P.O. BOX 5850  
FARMINGTON, NEW MEXICO 87499

OFFICE OF BILINGUAL EDUCATION  
1390 East 20th Street  
Telephone (505) 599-8535  
Fax (505) 599-8536

GAYLE BARFOOT  
Director

November 6, 2007

To Whom It May Concern:

I am most pleased to write this letter of recommendation for Ms. Meaghan Anderson. Ms. Anderson taught English as a Second Language at Hermosa Middle School for several years. She was selected to lead the bilingual/ESL team at her school. She was an efficient and effective site coordinator for her school team. Ms. Anderson was a true advocate for her ESL students. She disseminated information to other departments on the best ways to assist English Language Learners to become proficient in the English language and to become successful in the school setting.

Ms. Anderson also involved parents in the educational process. She participated in the Farmington Municipal Schools Parent Advisory Council, as well as planning school events for parents, staff, and students. One example of this is the annual Thanksgiving dinner for the families of the students in the bilingual and ESL classes at Hermosa Middle School.

I have had the pleasure of observing her class. Her teaching strategies were very appropriate for her ELL students and were grounded in practices that have proven successful for English Language Learners. Ms. Anderson worked with both Native American students and Spanish language students. Her rapport and understanding of these students was exemplary. Ms. Anderson has a natural affinity for developing a strong teacher/student bond in the educational setting. She maintained a balance between a casual non-threatening manner and effective classroom management. She encouraged and motivated her students to do their best.

I am happy to recommend Ms. Anderson for any position for which she applies. She would undoubtedly be a wonderful addition to any teaching staff.

Sincerely,

A handwritten signature in cursive script that reads "Mrs. Gayle O. Barfoot".

Mrs. Gayle O. Barfoot  
Director of Bilingual Education and Title III