



American International School-Chennai

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Council of International Schools (CIS), An Affiliate of the European Council of International Schools (ECIS) & Middle States Association (MSA)
Approved by the Association of Indian Universities

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James R. Fellabaum Ed.D
Principal
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Michele Dirksen
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CEEB # 671540



**International
Baccalaureate**



**Near East South Asia
Council of Overseas Schools**



**EUROPEAN COUNCIL OF
INTERNATIONAL SCHOOLS**



**The Association for the Advancement
of International Education**

June 10, 2010

To Whom It May Concern,

It is pleasure to write this reference letter for Melissa Enderle, our Technology Integrator. Melissa and I arrived together in 2008 at the American School in Chennai. We shared a vision of technological innovation and growth in this young and expanding elementary school. Both of us have worked explicitly with an integrated tech model for years prior to coming to India. She has been the sole integrator for our elementary school with approximately 450 students.

Our first effort was to take "computers" off of the schedule and move to a full flex program. This was challenging for many teachers and there was some resistance. However, through time, training, modeling, trouble shooting and a supportive climate created by Melissa, she has accomplished what we set out together to do.

She meets with grade level teams to design projects. She works individually with teachers during their planning time. She provides after school training every Tuesday collaborating with the secondary level integrator on a vast array of technology tools. She has facilitated training by teachers who have expertise or have had particular success in integrating specific software in their classroom. All trainings have been immediately applicable in the classroom. Additionally, our school has projectors in every classroom and Melissa was involved in smartboard implementation. These tools have been used extensively because resources and training have been provided by Melissa.

The school has expanded rapidly and internal systems have been introduced and required of all teachers. During these two years, our staff adopted Skywards for student data, Sharepoint for shared internal documentation and Teacherweb sites to increase the connection to families. Melissa has been integral to the training and progress monitoring of teachers in these programs.

Teachers from all levels of the school have complimented Melissa on the quality of support they feel. Melissa is attuned to the barriers and fears in an elementary school that inhibit technology growth. She systematically attends to these fears and empowers all teachers in our system who are willing to grow. She also targets teachers who are lagging in their skills and successfully moves them forward. She elevates every teacher to take reasonable risks. Melissa has provided data in order to evaluate our outcomes. She has designed surveys and collected vital statistics of the information I have requested. Melissa's priorities have been aligned with my expectations and she is very effective at managing her time in this large and demanding system. She and I met weekly. We also created an elementary technology committee which met to review and guide the vision of the program.

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U.S. Mailing Address : Admin Officer (for AISC) Department of State, 6260 Chennai Place, Dulles, VIRGINIA 20189-6260



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Melissa is skilled in media tools. She has created many photo arrays and exhibits for our students and faculty. She is a talented photographer. Melissa is also a fine artist. Her paintings are on display throughout the school, as many of us are so proud to have her artwork on loan.

Melissa is dedicated and hard working, enjoys teaching and the presence of young children. She is a tremendous asset in this school and she would be great in your school as well. Her experience speaks for itself. I recommend her to you with enthusiasm and I offer my personal email in order to be contacted at any time in the future regarding Melissa's qualifications and candidacy.

Sincerely,

Kim Nace
Elementary Principal
nacearly@sover.net

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