

# OCEAN CITY SCHOOL DISTRICT

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To whom it may concern:

I am very pleased to write this recommendation on behalf of Ms. Jordan Caplan as she pursues a teaching position. Ms. Caplan served as a substitute teacher during a maternity leave. Her duties included teaching 6<sup>th</sup> grade science to over 100 students at our Intermediate School over a course of 4 months. During this process, she served to help prepare the district for the implementation of the Next Generation Science Standards. One would not be able to describe the work she conducted as that of a leave replacement. She made the classroom her own. She began the SGO process, developed lessons, materials, and assessments, completed interim and marking period reports, conducted back to school night activities and parent teacher conferences, and created a Google classroom for the parents and students. In addition to those tasks, she became involved in other activities as well. She worked with our Computer Science teacher in order to receive a grant to bring the Franklin Institute Traveling Show to our school.

Ms. Caplan started her teaching career with us fresh out of college for the 2016-17 school year. I had the privilege of interviewing Ms. Caplan for the position and despite a lack of classroom experience, her interview and demonstration lesson were outstanding enough to see the quality of teacher that she can become. Unfortunately, we did not have any vacancies when her leave ended or else we would have sought to bring her into our district on a permanent basis. Even though she was here a short time, I had the opportunity to observe her grow as an educator as I oversaw her mentoring and induction. When she left us, with less than half a year of teaching, she had the poise and polish of someone who has spent numerous years teaching and yet she has an insatiable thirst to continue her personal knowledge and master her teaching practice. In addition to a solid understanding of key content areas, Ms. Caplan demonstrated a strong knowledge in pedagogy, differentiate instruction, assessment, and instructional technology. She incorporated the use of Chromebooks and iPads into her lesson, and used her Interactive whiteboard to provide authentic student centered learning experiences with embedded technology to both teach and assess her students.

I urge you to strongly consider Ms. Caplan as a teacher for your district. You will be pleased with the quality of instructor and person that you have added and the students will benefit from the guidance and instruction of a caring and dedicated professional.

Should you have any questions or concerns, please feel free to contact me at any time.

Thank you,



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