

Memo

To: Mrs. Susan Swartz, Superintendent
From: Megan Johnson, Academic Head for Science and Health
Date: June 12, 2023
Re: Tenure Recommendation for Margaret Healy

Ms. Healy currently serves as one of the secondary health teachers at the high school. She currently teaches 10th grade health. I am recommending that Ms. Healy receive tenure based on the following information and without reservation.

- **Planning and Preparation –**

Strengths: Ms. Healy's strength lies in her ability to plan and prepare for her classes. She possesses a thorough knowledge of the content and pedagogy of secondary health classes, and she has an acute awareness of the needs of her students. She has become skilled in setting learning targets and designing coherent instruction. She has consistently demonstrated her ability to create engaging and effective lesson plans that cater to the diverse learning styles of her students.

Area of Growth: Ms. Healy continues to design student assessment with an eye toward measuring the success criteria within the learning target.

- **Classroom Environment-**

Strengths: Ms. Healy creates a safe and respectful classroom environment that encourages her students to be active participants in their learning. She has a deep understanding of how to establish a culture of learning that motivates her students to engage with the content. She sets clear classroom procedures and routines. In the last two years, Mrs. Healy has empowered her students through collaborative writing of classroom rules and expectations.

Area of Growth: Ms. Healy continues to work on classroom management with her academic head. She has encountered challenging student behaviors but does respond with fairness and consistency.

- **Instruction –**

Strengths: Ms. Healy takes a uniquely hands-on, real-world approach to health instruction. She incorporates projects, debates, scaled models, and expert speakers into her lessons. She communicates effectively with her students and encourages them to participate in class discussions. She uses a variety of questioning techniques, including interaction through technology, to promote critical thinking and problem-solving, and she consistently engages her students in meaningful learning experiences.

Area of Growth: Ms. Healy is working with her academic head to refine the process of using her assessment data to make just-in-time adjustments to her lessons and to ensure that her students are meeting the learning target for each lesson.

- **Professional Responsibilities-**

Strengths: Ms. Healy is a consummate professional who takes her responsibilities seriously. She reflects on her teaching regularly and uses the insights she gains to continually improve her practice. She has made great strides in maintaining accurate records of her students' progress and communicates regularly with families to keep them informed of their child's progress. Specifically, Ms. Healy has made it a point to send letters home to families when lessons in the health curriculum cover sensitive topics to inform families in advance of possible questions at home. She actively participates in a professional community of health educators and is always looking for ways to grow and develop professionally. She consistently shows professionalism in all aspects of her work.

Area of Growth: Ms. Healy has been working with her academic head to craft timely communication to families that seeks to partner, support the child, and removes any barriers to promote further conversation between home and school.