

# Memo

**To:** Mrs. Susan Swartz, Superintendent  
**From:** Peter J. Bednarek  
**Date:** May 12, 2023  
**Re:** Tenure Recommendation for Kristen Schell

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Kristen Schell currently serves as one of the Social Studies teachers at the High School levels. She/he currently teaches Global Studies. I am recommending that Kristen Schell receive tenure based on the following information and without reservation.

- **Planning and Preparation –**

Kristen’s planning is excellent and is appropriate for meeting the needs of her students. She draws on a variety of sources for classroom materials and activities, and she works with students to build both content knowledge in Social Studies and History but also to improve their skills with reading for understanding and writing.

- **Classroom Environment-**

Kristen’s classroom is a peaceful and positive environment in which students can learn and thrive. She manages the classroom with respect for her students which they return to her. She maintains a calm demeanor and her reliability is something students can depend upon.

- **Instruction –**

Kristen delivers instruction that is appropriately leveled for the variety of classes that she teaches. She prepares her students well for the Global Studies Regents Exams and delivers rigorous content for her AP World students. She is well prepared to engage students on current events and to address social and historic themes.

- **Professional Responsibilities-**

Kristen is always on time and professional. She manages all the regular duties of a high school teacher but also has volunteered for committees and initiatives which have provided new support for students in the high school. Her contributions to the ACEs Team and PBIS committee drew from her experience in a previous district and her willingness to jump in and contribute is greatly appreciated.