

Memo

To: Mrs. Susan Swartz, Superintendent
From: Catie Magil, Director of Pupil Personnel Services
Date: June 12, 2023
Re: Tenure Recommendation for Carrie Wattie

Ms. Wattie serves as a special education teacher in various special education programs (Integrated Co-Teaching, Resource Room, 15:1:1 Special Class) at Scotia-Glenville Middle School. I am recommending that Ms. Wattie receive tenure based on the following information and without reservation:

- **Planning and Preparation**

Ms. Wattie demonstrates exceptional organizational skills in terms of lesson planning and preparation. She analyzes multiple data sources to inform instruction and differentiates according to students' IEPs. Information including phone calls, behavioral documentation, IEP goal progress monitoring and much more is well-documented in a consistent manner.

- **Classroom Environment**

It is highly evident that Ms. Wattie has created an environment of mutual respect and trust which is the foundation for student learning. Relationally, Ms. Wattie approaches students with a calm and caring demeanor yet is firm and consistent with students. She actively seeks to incorporate student strengths into her lesson plans and has been observed to start Resource Room with a quick SEL (social-emotional learning) activity. Ms. Wattie can effectively de-escalate students with management needs and actively participates in the district's Therapeutic Crisis Intervention for Schools (TCIS) training.

- **Instruction**

Ms. Wattie has a commanding knowledge of all core subjects for students in grades 6-8. She appropriately references the learning standards to ensure lessons are academically rigorous and then scaffolds instruction for students. Ms. Wattie differentiates instruction according to students' unique learning needs and is knowledgeable about the New York State Alternate Assessment (NYSAA) and their respective learning standards. Perhaps most of all, she makes the lessons engaging. For example, she arranges for guest speakers (local meteorologist) and is highly creative with designing lessons.

- **Professional Responsibilities-**

To contribute to the school climate and culture, Ms. Wattie is actively involved in National Junior Honors Society, school events (Spirit Week, sporting events, dances), and is a member of the summer SCEP team.