

Memo

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

Holly Zarrelli currently serves as a Speech Language Pathologist at Scotia-Glenville High School. She primarily works with students in a special class program. I am recommending Ms. Zarrelli receive tenure based on the following information and without reservation.

- **Planning and Preparation –**

Ms. Zarrelli is well prepared for individual or group speech therapy sessions and classroom lessons. She reviews student IEPs to ensure she is targeting individual students' speech goals. Ms. Zarrelli prepares for CSE meetings by entering information into the draft IEPs and gathering information from stakeholders. Overall, she is highly organized and demonstrates professional competency in the field of speech language pathology

- **Classroom Environment-**

Ms. Zarrelli develops positive relationships with students, staff and parents. She is intentional about getting to know students' strengths and interests. Her interactions with colleagues and within the building are professional and appropriate.

Instruction –

Ms. Zarrelli effectively co-plans with the special education teachers to incorporate best practices to meet the language needs of students in the classroom. She demonstrates a solid understanding of how to scaffold and differentiate instruction to increase student comprehension.

- **Professional Responsibilities-**

To contribute to the school climate and culture, Ms. Zarrelli is actively involved both within the speech department, PPS department, and at the high school. Examples of her involvement including the following: CASDA roundtable monthly speech meetings, attending Unified Sports events, community/social partnership with Schalmont's Life Skills class, Bring on the Spectrum "BOSTA Fun" event, Founders Day event, and the Young Entrepreneurs Club.