

123 Holland Drive  
Roseville, MN 11111  
March 5, 2016

Ms. Jane Smith  
Principal  
Saint Paul Public Schools  
2252 Summit Ave  
St. Paul, MN 55423

Dear Ms. Smith:

Please find attached my application for job number 2016-2, Language Arts Teacher. As a graduating senior from the College of Saint Benedict, I will obtain my Bachelor of Arts in English and Secondary Education, with licensure in English-Language Arts. My ability to build positive relationships with students and peers, variety of teaching experiences and recent coursework in curriculum and instructional strategies, integration and writing across curricula will enable me to be a great asset to the Saint Paul Public Schools.

During my placement as a student teacher at Hopkins High School, I learned and applied a broad range of teaching strategies. For example, I constructed my lesson plans by first consulting the Common Core Standards for clear objectives and learning goals. Every student's experience was enriched by differentiating lessons for learning styles, IEPs, 504s, gifted/talented abilities, as well as cultural and socio-economic needs. I incorporated parent volunteers into classroom activities whenever possible and integrated technology to engage learners. I implemented a variety of assessments to ensure evidence of successful learning throughout each unit. Above all, I encouraged students to assume active responsibility for their own learning. My students enthusiastically made strategic choices, reflected on their learning processes, collaborated often, and submitted constant input. Every one of my students knew what we were learning, why we were learning it, and how it applied to the world beyond the classroom.

As part of my student teaching and practica experiences, I also had the opportunity to work closely with both departmental and building-wide teams. As a student teacher, I collaborated with colleagues to develop goals that were to be followed for the remainder of the school year. I also actively participated in extra-curricular activities and volunteered for extra duties demonstrating an enthusiasm and true desire to be part of the high school team.

My experiences beyond the College of Saint Benedict have enhanced my success as an educator. My experience volunteering in the after school program with the St. Cloud Area Somali Salvation Organization has given me a deeper understanding of what diversity means through their lens, and I have been able to build productive and valuable relationships with diverse students and peers. Additionally, my work as a Theme Reader within Apollo High School has resulted in valuable insight on the success of lessons based on analysis found in the student essays that I appraised, and is an indicator of my commitment to continued learning and growth.

I truly believe that we are all lifelong learners and would love the opportunity to share this belief with the students of Saint Paul Public Schools. I hope to soon discuss with you how my experience and abilities can best meet the goals of your district. Thank you for your consideration.

Sincerely,

Shelly I. Teach