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Dear Administrative Team,

I am delighted to recommend **ANNIE BAUGHER** for a Professional School Counseling position. I know her as a teacher, school counseling intern and friend. She is on a path of magnitude; she wants to be a Professional School Counselor to support students, instructional staff and the goals of the school. She has pursued educational opportunities to expand her experiences and meet her professional goals. I had the pleasure of working with her at John B. Dey while I was an intern. She was professional, energetic and a valuable member of the team. It has been even more rewarding to now have her at Frank W. Cox. She quickly became an asset to our department. Annie works with speed, clarity and preciseness. She brings a joyful energy to the team and is interested in learning new things.

While at Cox, Mrs. Baugher has been able to work with students for direct services and has also been exposed to indirect services. She is proficient with Synergy (enrollment, registration, 504, transcripts, and grades), Schoology, Google Docs, college application platforms, on-line instruction and College Board. In a short time, she has learned about the collateral duties of a Professional School Counselor. She has partnered with me specifically to learn about Advanced Placement testing, parent-teacher conferences, military careers, advisory and classroom lessons and various cases of student interventions. She is a great communicator and assess students without bias.

It is hard to put into words the innate skill set that Mrs. Baugher has. The only way to describe it is I wish I could have her as a co-worker. She is positive, friendly and very hard working. She has a natural calming personality; she is patient, efficient and smart. My students have enjoyed meeting and working with Mrs. Baugher. She connects with students, parents and teachers from any grade level. She has the insight and accuracy to handle students with specific documentation needs such as special education services or 504 plans. She has the speed to handle high school demands of graduation requirements, on-time graduation and college applications.

I enthusiastically recommend ANNIE BAUGHER for a Professional School Counseling position in your school. She will be an unbelievable asset to your building; she will quickly become a leader, a team member and a supporter that you depend on. Mrs. Baugher's experience as a classroom teacher and exposure to multiple school counseling duties makes her the absolute best candidate. In advance, I thank you for your consideration.

Sincerely,

Jennifer D. Lanz,  
Professional School Counselor  
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