

AL-BAYAN BILINGUAL SCHOOL

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مدرسة البيان ثنائية اللغة الخاصة

ص.ب. ٣٥٥، حولي
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April 2017

Mr. Jihad, Principal & Ms. Laura, Deputy Principal:

I have enjoyed my time as head of the English department for the past four years. However, I believe it is in the department's best interest that I step down at the end of this academic year. There is new blood in our department that I believe can better serve the needs of our students and provide a more progressive path for the department as a whole as we prepare our charges for university and life beyond our school. To this end, I would like to offer my recommendation as to who would be best suited to lead us into this new era.

It had been my pleasure to work with Ms. Abrar Ebrahim for several years. She came to us as a student teacher and allowed me to guide her toward effective teaching methods. It became quite clear that she needed very little training, only "in the trenches" experience. Ms. Abrar added dimension to the assignments I asked her to present to our classes. She worked endlessly to understand her students and their capabilities so that she could differentiate her lesson's objectives.

One of the many ways that Ms. Abrar has proven that she would be a capable leader is her dedication to finding new technical resources which will enhance our department's daily objectives. Within a given semester, she will seek and find one or two new online applications that allow her students to effectively use the internet as a research tool.

Ms. Abrar also is completely selfless when it comes to sharing those resources within our department. On many occasions, she has asked me for a moment with our department so that she can introduce a new program or technical tool that she has discovered. Her patience in explaining how to use these programs to the betterment of our students is most appreciated by all of the teachers within our department.

Another testimony regarding her ability as an effective leader is her resurrection of an ailing Introduction to Theatre class. Ms. Abrar, at her own expense, has gone to London to take summer courses in order to provide her students a contemporary foundation to theatre. This dedication has led to an explosion of students trying to register for her class.

Without a moment's hesitation, I know that Ms. Abrar is now ready to lead this department. Therefore, it is my highest recommendation that she be considered for the position of High School English, Head of Department. Be assured that I will help with the transition and offer her any assistance needed.

Respectfully submitted,


D. Stevens

HOD High School English



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ومؤسسة نيو إنجلاند للمدارس والكليات «الولايات المتحدة» ووزارة التربية في الكويت

Al-Bayan Bilingual School is accredited by the Council of International Schools (UK).
The New England Association of Schools and Colleges (USA), and the Ministry of Education (Kuwait)

