



Sarah Payette
The Greenspire School
1026 Red Drive
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To Whom It May Concern,

It is my honor to write a letter of recommendation for Kevin Kelly. I have been fortunate to have Kevin as my supervisor for more than 5 years at The Greenspire School. This past year, I've worked by his side as the assistant head of school. When Kevin was hired, he replaced our first head of school who was well liked by the community. He had big shoes to fill and the staff and families of Greenspire were skeptical of the change. Now, 5 years later, all community members recognize the many areas of growth that was needed that Kevin's leadership has provided.

Among these is a higher level of organization he put in place at Greenspire. The school has had a reputation of being a "hippy" school because of our focus on the environment and, I believe lack of structure in our administrative operations. The building was also unorganized and so was the delegation of responsibilities. Shortly after Kevin was hired, he came in and physically cleaned and organized our campus. He also clarified the administrative tasks and put office staff in positions that matched their skillsets. He is very able at creating order out of chaos.

Communication was also a weak point prior to Kevin's entry to Greenspire. As my daughter had attended the school the first 3 years, I understood this firsthand. Communication to parents was sparse and inconsistent. With Kevin's leadership, this area has changed significantly. Again, he put systems into place that resulted in positive outcomes. His communication is thorough with our families and his expectations of staff are clear. Shortly after his first year of employment, surveys sent out to parents showed dramatic improvement in their satisfaction of the administration's communication. As a result, local news agencies know about Greenspire's culture of learning and have written numerous articles on us. All of this is due to Kevin's thorough communication.

Greenspire is a unique, project-based learning school in which teachers need to collaborate regularly. Before Kevin, staff was spread thin and were unable to collaborate on a weekly basis. Kevin has recognized this need and has made it a priority to provide for the staff. Biweekly, he takes our entire student body and teaches current events and other relevant educational material to create collaboration time. Kevin is an administrator that listens and responds to the staff and understands our priorities. His hands-on approach in our learning community is valuable beyond words.

Since Greenspire's inception, eight years ago, the students body has nearly tripled in size. Kevin Kelly has nurtured us along the way, providing guard rails with his strong organizational and management skills, effective and efficient communication, and willingness to listen, understand and provide for our curriculum needs. Greenspire is a well-oiled machine that has a strong future and Kevin Kelly is to thank for that. I am confident he will be just as valuable for another educational institution.

Sincerely,



Sarah Payette