



Tilden Middle School

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April 11, 2016

Dear Sir or Madam:

I am writing this letter to highly recommend Mr. Ken Khalouf to be considered for a full time teaching/leadership position. As an assistant principal overseeing the physical education department, I have had the honor of working closely with Mr. Khalouf for the past three years as he has transformed the department to one of the finest in the county. He will be a tremendous loss to our school and to Montgomery County.

Mr. Khalouf surpassed expectations when presented with challenges during his three years as the physical education resource teacher. Through his collaborative leadership style, he was able to elevate the level of teaching and improve student safety. He is the most dedicated individual to his profession that I have met. He is strategic in the work that he does and is a true team player in facilitating the smooth operations of a middle school.

He worked diligently with administration and the staff development teacher to establish a course of action for his department and supported individual teachers in their professional development. Mr. Khalouf is a reflective practitioner, which allows him to successfully create positive change for the benefit of all students. As a result of his collaborative leadership, the physical education department is now considered an exemplar for other departments in the building as well as the county.

Mr. Khalouf is an phenomenal teacher. I often recommend teachers observe his class for classroom management, bell to bell instruction, positive student relationships, critical thinking, provisioning, high expectations, checking for understanding, and explicit directions. He is one of the finest teachers I have had the privilege of observing in my 12 years as an administrator. Mr. Khalouf is enthusiastic about his profession and truly engages the students as evidenced by the level of preparation he puts in to each of his lessons. He is extremely organized, yet flexible to adapt instruction to meet students at their present levels.

Mr. Khalouf is a champion student advocate and consistently makes decisions in the best interests of the students, even when it is not the most popular choice. I give my highest recommendation that Mr. Ken Khalouf be considered for a full time teaching/leadership position.

Respectfully,

Jeffrey S. Leaman
Assistant Principal

JSL:lsg