

# Melissa Kantor

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January 1, 2022

## Theresa Markowski

Hiring Manager  
Falmouth High School  
(987) 654-3210  
theresa@falmouthhighschool.org

Dear Ms. Markowski,

As a student teacher at Amherst High School, I delivered first-year language arts courses to four classes of 30+ high school students. I also developed engaging lesson plans to aid students in developing critical analysis skills and acquiring a broader understanding of literary themes and historical significance. I believe that my ability to improve student engagement will allow me to thrive in the high school teacher position with your school.

Falmouth Highschool has a reputation for providing high-quality English courses that challenge and engage student minds, which strongly aligns with my background as an educator. I believe that I can continue to help improve English education at your high school based on the following achievements from my career:

- Taught courses covering Animal Farm, Brave New World, and Hamlet, and planned small group activities to facilitate student engagement with subject material
- Conduct lesson planning, perform curriculum development, and coordinate with fellow educators to drive student-centered learning across the learning institution
- Build relationships with students to facilitate academic growth and prepare students for AP courses and college education

I hope to schedule an interview with you to further discuss how my experience as an English teacher can be an asset to your institution. Feel free to contact me via phone or email at your earliest convenience with any questions you may have. I appreciate your time and consideration.

Sincerely,

*(Insert Signature Here)*

**Melissa Kantor**

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**FCC Record** United States. Federal Communications Commission,1986    *The Complete Idiot's Almanac of Business Letters and Memos* Tom Gorman,1997 A guide to creating effective business letters and memos discussing common writing problems offering advice on layout and featuring samples for every occasion    Calendar of Letters and State Papers Relating to English Affairs Great Britain. Public Record Office,1899    **Calendar of Letters and State Papers Relating to English Affairs** Martin Andrew Sharp Hume,1899    **Calendar of Letters and State Papers Relating to English Affairs: 1587-1603** Great Britain. Public Record Office,1899    **Calendar of Letters and State Papers Relating to English Affairs: Elizabeth I, 1587-1603** Great Britain. Public Record Office,1899    Federal Register ,1985-07

**Decisions and Orders of the National Labor Relations Board** United States. National Labor Relations Board,1994  
Alaska Administrative Code, 1988, Containing the Permanent and Emergency Regulations of the State of Alaska, Annotated ,1988    **West's Federal Supplement** ,1993    *Computers in Engineering* ,1982    **Indian Trade Journal** ,1993-03    *Computers in Engineering, 1982: Process control. State-of-the-art printing technology. Software engineering and management. Statistical modelling and reliability techniques. Computers in education* ,1982    **Electrical Installation Record** ,1924    *Final Environmental Impact Statement* United States. Army. Corps of Engineers. Buffalo District,1979

**The Southern Reporter** ,1895    *PC World* ,2008    **Southern Reporter** ,1895 Includes the decisions of the Supreme Courts of Alabama Florida Louisiana and Mississippi the Appellate Courts of Alabama and Sept 1928 Jan 1929 Jan Mar 1941 the Courts of Appeal of Louisiana    **Sales Management** ,1948    **Incorporate Your Business** Anthony Mancuso,2001 Incorporate Your Business is the easy to read guide to forming a corporation in any state It takes readers through the entire process step by step and in plain English When they're finished their businesses will enjoy unique tax benefits investment attraction immediate organization corporate income splitting and moreThe book provides all the Articles bylaws and minutes anyone needs as tear outs and on CD ROM

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