

Memo

To: Mrs. Susan Swartz, Superintendent
From: John Geniti
Date: March 14, 2024
Re: Tenure Recommendation for Melissa Paratore

Melissa Paratore currently serves as one of the Reading teachers at the K-5 grade levels. Mrs. Paratore currently teaches at Lincoln. I am recommending that Mrs. Paratore receive tenure based on the following information and without reservation.

- **Planning and Preparation** – Mrs. Paratore utilizes testing data and classroom teacher input when developing individual and group intervention plans for student/groups. Lessons are well organized, and students are familiar and comfortable with the routine and structure of the lesson.
- **Classroom Environment** – Mrs. Paratore’s students have a clear understanding of the learning expectations, as well as their individual reading goals. Students are observed tracking and celebrating their progress each day and appear motivated to do so. The classroom environment is very conducive to learning. Students enjoy learning and are very eager to participate in the discussions with Mrs. Paratore. The interactions between Mrs. Paratore and her students demonstrate mutual respect. Mrs. Paratore challenges her students to meet their goals, however students know it is okay for them to make mistakes. Students are comfortable growing as readers in her class. Mrs. Paratore is very calming and patient with her students.
- **Instruction** – Mrs. Paratore is very effective in her communication skills. She utilizes positive feedback appropriately with her students and often builds on student’s comments/interest to help students better understand the material and stay engaged. Instructional time is valued in her reading class. Transitions are very smooth and there is little to no down time.
- **Professional Responsibilities** – Mrs. Paratore has been a wonderful addition to the Lincoln staff. She is well respected by her colleagues and is highly effective at contributing during team meetings in a professional manner. Mrs. Paratore will advocate for her student’s needs effectively and appropriately. Mrs. Paratore is visible throughout the building. Each year she runs our intramural dance program for students after which is becoming very popular with our students.