

To Whom It May Concern:

It is with great pleasure that I write this letter of reference for Mr. Donald Watkins. I have known Mr. Watkins since July 2009 when I became the Director of Curriculum and Grants for Franklinville Central School. I consider him to be a key person in my professional learning network.

Serving as the district Director of Technology for Franklinville Central Schools, Mr. Watkins has demonstrated outstanding talents in administrative/managerial as well as instructional leadership. Revealing of his administrative abilities Mr. Watkins has taken on the responsibility of collecting and analyzing all district data which modeled his commitment to be an instructional leader. He has also played a key role the development of data analysis inquiry teams for the district.

His commitment to education and teaching is highlighted by his development of a digital citizenship course for district middle level students. This course plays a key role in student development of 21<sup>st</sup> Century Skills as well as helping create a positive, professional on-line presence. Mr. Watkins not only developed the course but continues to teach it himself.

Don is a, sincere and caring human being. His personality is delightfui. He is respected by students, peers, subordinates and superiors alike. I am deeply impressed by his continued commitment to be a true life-long learner. I am confident that, if selected for your vacancy, he would provide the same high level of service and commitment. If you have any questions or wish to speak further about Mr. Watkins do not hesitate to contact me via email at [Katie\\_McFarland@caboces.org](mailto:Katie_McFarland@caboces.org) or by phone 716-307-6256.

Sincerely,



Katie McFarland

Director of Curriculum and Grants/Instructional Support Services Staff Specialist

Cattaraugus Allegany BOCES