

September 13, 2006

Margaret Riding
177 E 300 N.
Ephraim UT. 84627
Phone: 435-283-6331

To Whom It May Concern:

It is an honor to write to you regarding Sidney Armstrong. I first met Sid and her husband, Trent, seven years ago in Ephraim Utah, at a Buddy Walk, and annual fundraiser recognizing individuals with Down Syndrome. We bonded immediately since their small son and my son, Neil, were both born with Down Syndrome.

Shortly afterwards I recognized Sid's remarkable ability as she worked with Neil in her home. She could observe and assess his physiological, emotional, social and academic needs with exceptional accuracy. Her regimen included a variety of activities to help him develop both physically and mentally. She also showed us how to work with him at home. I noticed positive results within a short while.

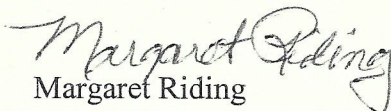
Neil has been enrolled in South Sanpete School District since pre-school. I would take him out of school for part of the day so that he could be in Sid's program. It was Sid who broke the reading barrier with Neil. What a surprise to see my son read for the first time. He was reading flashcards! We immediately added this practice to his protocol at school and he continued to improve. The school encouraged me to take "shoe tying" off his I.E.P. as well as the "dollar up" program. Sidney insisted that he could learn these skills and found a way to teach them to him. Neil is now competent in both areas.

Sid has also been my mentor as she has demonstrated being firm yet loving with Neil. His behavior has improved remarkably. She has also been like a sister, cheering me up through tearful time (Yes, Neil can be a trial!) and giving me the vision to move forward with positive anticipation.

Sid's children have had a profound influence on Neil especially in the social area. In her home, he is a "regular kid" which, to me, is a miracle. They coach, encourage, and model for him. They accept him as a friend and love him just as he is.

Through the years as I have watched Sidney Armstrong work with my son, Neil, I am reminded of Anne Sullivan and Helen Keller and feel truly blessed to have such a miracle worker touch our lives.

Sincerely,


Margaret Riding



MINERAL COUNTY HIGH SCHOOL

P.O. Box 938

HAWTHORNE, NEVADA 89415

PHONE: 775-945-3333

FAX: 775-945-3371

HOME OF THE SERPENTS

March 15, 2010

RE: Mrs. Sidney Armstrong, Professional Reference

To Whom this May Concern,

It has come to my attention that one of my former Special Education teachers is updating her resume and portfolio and has requested a letter of recommendation. Therefore, it gives me great pleasure to offer Mrs. Sidney Armstrong my highest recommendation.

Mrs. Armstrong was our 3rd through 6th grade Special Education teacher when I was the principal at Liberty Academy, Salem, UT, in 2007. Sidney taught in both small group pull-outs, and whole group classroom inclusion settings. She is very organized as a teacher and maintains daily lesson plans (with objectives and goals). As well, she ensures that she has documented assessment data and benchmarks for student progress. As I observed Sidney, I noticed that she utilizes a variety of teaching strategies, such as: guided instruction in small groups, computer software programs, manipulative driven activities, and individualized instruction. She engaged each student with her instructional approaches and would strive to meet the needs of all students, with careful attention to benchmark learning goals for her LD students. Sidney keeps her students focused, pays careful attention to details, transitions smoothly from one activity to another, and her classroom atmosphere is always conducive to learning for her children. I also observed that Sidney worked to maintain open communication with classroom teachers, administration, and parents as she designs her student I.E.P. goals in a collaborative way.

It should be noted that Sidney is detail oriented as she designs her lesson plans and I.E.P.'s. As well, she maintains all of her documentation within the strict parameters of state and federal regulatory compliance standards. I never had to worry that our Special Education services were noncompliant. Nor would I need to be concerned about missing AYP testing targets from our Special Ed. subgroup. Mrs. Armstrong is very strong, in every way, with her program and students.

Furthermore, I have observed that Mrs. Armstrong is a team player. She is always willing to offer her assistance with school projects that stimulate school improvement as well as academic excellence. It is my opinion that Mrs. Sidney Armstrong is a competent and dedicated Special Education teacher and will only add to the integrity of any teaching staff. If you have any further questions, please feel free to contact me.

Cordially,

Walt P. Hackford
Principal, Mineral County High School
Hawthorne, NV 89415
Office: (775) 945-3332 ex. 11

September 18, 2006

University of Utah
Department of Special Education
1705 E. Campus Drive Rm 221
Salt Lake City, Utah 84112

To Whom It May Concern:


I am writing this letter to support my recommendation that Sidney L. Armstrong be considered for entry into the Department of Special Education at the University of Utah. I had the pleasure of working with Sidney during the 2004 Spring Semester in my Special Education 3010 course. In my opinion Sidney is a strong candidate with the potential for great success both in the classroom as a special educator with exceptional students and also as a practicing professional advocate for exceptional populations. I base this opinion on two characteristics that Sidney demonstrated during the time she was in my course.

First, Sidney has wonderful potential to be successful as a teacher with special populations. She has a great desire to understand the special education profession especially when it involves young students with mild/moderate learning disabilities. Sidney showed her love of this population while completing her service learning project. She chose to work in a rural setting with moderate/severe students in need of intensive academic support. She was highly successful in this setting as a volunteer aid in a self-contained classroom with students with both academic and behavior skill needs.

During the observation I made to see Sidney in her service site, I found she had a high level of confidence in directly working with her student on instructional activities requiring lots of repetition and patience. I was very impressed by Sidney's natural teaching skills; she was supportive and gave appropriate verbal feedback along with wonderful nonverbal praise, such as genuine smiles and eye contact even though the student had extreme difficulty with basic communication. Sidney seemed instinctively to know to stimulate her student's appropriate verbal behavior and praise her for her efforts. This was especially notable knowing that Sidney has not had any formal training in working with exceptional populations with severe/moderate cognitive issues in the language area.

The second area that I must make note of demonstrates Sidney's potential for success in the higher education classroom. Sidney has a strong desire to understand issues involved in the education of persons with disabilities. She worked hard in my class to complete all work on time with quality and learn as much as possible in an introductory course about services for exceptional populations. Her personal experiences and skills in directly working with special populations could easily be built upon in a structured program such as the Special Education Department at the University of Utah.

Sincerely,


Patricia Santistevan Matthews,
Clinical Instructor/Special Education
University of Utah

James R. Petersen
Superintendent

Donald R. Hill
Assistant Superintendent

R. Paul Gottfredson
Business Administrator

Boyd A. Donaldson
ATE Director

Analee Knudsen
School Food Services

South Sanpete School District

39 South Main
Manti, Utah 84642
Phone (435) 835-2261
Fax: (435) 835-2265
<http://www.ssanpete.k12.ut.us>

James M. Braithwaite
President
Manti, Utah

Michael D. Barclay
Vice President
Manti, Utah

Dwight H. Inouye, M.D.
Gunnison, Utah

Nancy R. Jensen
Centerfield, Utah

Larry K. Smith, Ph.D.
Ephraim, Utah

December 16, 2003

To Whom It May Concern:

I have known Sidney Armstrong for two years. As Director of Special Education for South Sanpete School District, I have been extremely impressed with the work she has done on a private basis with individuals with disabilities. Sid has an excellent work ethic and gets along well with other people.

During the past year and a half Sid has been taking Special Education classes through the University of Utah's distance education program. I am the instructor for those courses so have had the opportunity to evaluate her written work, oral presentations, and how she interacts with others. Sid is very competent in all of these areas. I have come to respect and consider her a friend.

I admire Sid's commitment to whatever she undertakes, and for the care she shows the students and parents that she works with. I have no hesitation in recommending Sid to you.

If you have any further questions please feel free to call. Work Phone: 835-2261
Home Phone: 283-4374.

Sincerely,



Lorna Larsen
Director of Special Education
South Sanpete School District



C. S. Lewis Academy

To whom it may concern:

Mrs. Sidney Armstrong is a talented educator. She has a great love and understanding for all students, especially those with disabilities. Mrs. Armstrong is diligent in her work. She has strength in bringing hope to parents who have children with special needs.

What a wonderful, well-rounded person Sidney is and I feel privileged to have been able to know her. She is a dedicated citizen and a fine role model. She has many interests outside of her career that help her to be a very interesting, lively person to be around.

I have enjoyed my association with Mrs. Armstrong over the past three years. She has worked as the School's Special Education director from August 2007-March 2010.

Please do not hesitate to contact me for more information.


Jason Finch 3/23/10

Jason Finch

Director, C. S. Lewis Academy

801-754-3376

Cottonwood Treatment Center Job Description / Performance Evaluation

Job Title: <i>Teacher</i>		
Reports To Job Title: <i>Principal</i>		FLSA Status:
Description Approval	Supervisor Signature: 	Date: <i>9/30/10</i>
Description Approval	HR Signature:	Date:

I have received a copy of my job description and have read its content. I have had an opportunity to ask questions regarding the content and understand the expectations for my performance. Further questions regarding my duties, responsibilities, and performance should be directed to my supervisor.

Sidney Armstrong Employee Name (print) *Sidney Armstrong* Employee Signature *10-10-10* Date

Performance Review

90 Day Review

Annual Review

Evaluation Component	Average Score (ex. 3.5)	Weighting Factor (ex. 40%)	Weighted Score (ex. 1.4)
Essential Job Duties/Responsibilities		35%	
Productivity and Interpersonal Standards		35%	
Service Excellence Standards		30%	
Final Evaluation Score			5

A performance review has been conducted and discussed with me. I understand questions regarding previous and/or future performance expectations can be addressed with my supervisor.

Sidney Armstrong Employee Name (print) *Sidney Armstrong* Employee Signature *10-4-10* Date
Ross P. Poore Supervisor Name (print) *Ross P. Poore* Supervisor Signature *9/30/10* Date
Brad Gerard Chief Executive Officer Signature _____ Director of HR Signature

Rating Scale:

- 5 – Significantly Exceeds Requirements:** A commendable performer who shows exemplary leadership and/or customer service and/or innovation in the department and job. Reserved for a top 15% performer. **Supporting documentation required.**
- 4 – Exceeds Requirements:** An employee who is in many ways exceeding the basic requirements, who volunteers, is an excellent team player, and generally goes beyond the basic requirements or expectations of the job. **Supporting documentation suggested.**
- 3 – Competent:** An employee who is satisfactorily meeting the requirements of the job, but who does not significantly go beyond the basic requirements or expectations.
- 2 – Requires Improvement:** An employee who is not fully meeting the requirements of the job, but who is not yet in serious trouble. Employee may have received one or many disciplinary actions within the evaluation period.
- 1 – Unsatisfactory:** An employee who is in serious trouble because of work performance or behavioral problems. Employee must have received one or many disciplinary actions within the evaluation period. **Supporting documentation required.**

Job Summary

Plans and implements programs of instruction that adheres to organization philosophy, goals, and objectives. Takes necessary and reasonable precautions to protect residents, equipment, materials, and facilities.

Essential Job Duties and Responsibilities

Job Duty/Responsibility	Percentage of Time <small>(Job duties should equal 100%)</small>	Evaluation Score
1. Plans and implements programs of instruction that adheres to organization philosophy, goals, and objectives. 1.1. Makes purposeful and appropriate lesson plans that provide for effective teaching strategies and maximizes time on task. 1.1.1. Ensures lesson plans are consistent with Utah State core education standards. 1.2. Plans and implements a program of study designed to meet individual needs of students. 1.3. Creates a classroom environment conducive to learning by employing a variety of appropriate teaching strategies. 1.4. Encourages student enthusiasm for the learning process and the development of good study habits. 1.5. Provides progress and interim reports as required.	70%	5
2. Takes necessary and reasonable precautions to protect residents, equipment, materials, and facilities. 2.1. Shares responsibility during the school day for the supervision of residents.	25%	5
3. Performs other duties as assigned.	5%	5
Evaluation Score (average of all scores)		

Supervisor Comments: *Never given straight 5's. Sidney far exceeds the norm in all her professional responsibilities.*

Employee Comments: _____

Goals: _____

Productivity and Interpersonal Standards

Productivity/Interpersonal Standard	Evaluation Score
1. Interacts with all residents, families, visitors and fellow employees in a mature, responsible manner to ensure a positive and professional hospital environment. 1.1. Displays a caring and responsive attitude and conducts all activities respecting patient, family, and employee rights and expectations. 1.2. Maintains confidentiality of all facility and resident information as required by facility policy. 1.3. Fosters a positive and professional hospital environment by interacting with all persons in a considerate, helpful, and courteous manner. 1.4. Diffuses/resolves conflict by appropriately communicating with those involved. 1.5. Accepts constructive criticism and gives suggestions in a professional manner. 1.6. Considers age-specific needs in communication. 1.7. Maintains professional boundaries in relationship with patients and staff.	5
2. Follows established facility/departmental policies and procedures with regard to attendance and appearance. 2.1. Maintains attendance according to guidelines and policy established by the facility. 2.2. Adheres to tardiness policy. 2.3. Provides notification for unscheduled absences or tardiness in accordance with established departmental procedures as noted by supervisor.	5
3. Adheres to established facility/departmental safety requirements and procedures to ensure a safe working environment. 3.1. Demonstrates the competent understanding of established emergency procedures for department and hospital. 3.2. Practices infection control and standard precautions as instructed.	5
4. Utilizes time effectively.	5
5. Attends and participates in all applicable hospital training and development workshops scheduled by the facility.	5
6. Completes required annual licenses/requirements designated by the facility. 6.1. CPR and Tuberculosis testing.	5
7. Strives to be professional, courteous, helpful, and cooperative.	5
Evaluation Score (average of all scores)	

Supervisor Comments: *Very positive impact on ed. dept & staff from clinical services.*

Employee Comments: _____

Goals: _____

Minimum Qualifications

Education

- Bachelors degree in education or related field.
- Degree in special education preferred.
- Masters degree preferred.

Licenses

- Current Utah teaching certificate or letter of authorization through an alternative certification program.

Experience/Knowledge

- 1 year experience in a formal educational setting.
- 1 year experience teaching individuals with learning, developmental, or emotional issues preferred.

Competencies/Evaluation	Evaluation Score	Evaluation Method (i.e., stats, physically reviewed, etc)
Educational process	5)
Instructional specialty	5	
Curriculum development	5	
Educational programming	5	
PowerSchool	N/A	
E-charts	5	
Nature of RTC residents and associated academics	5	
Evaluation Score (average of all scores)	5	

Demonstrated excellence in classroom as well as product creation.

Job Specific Orientation Items

Orientation Item	Review Date/Initials
Therapeutic Treatment Processes	RP
Interrelatedness of Academics	RP

Excellent understanding of above — excellent relationship with clinical.

I have been oriented with the topics listed above. If I need additional training or clarification of the above, I will contact my supervisor for additional assistance.

Sidney Armstrong

 Employee Signature

10-4-10

 Date

RP

 Supervisor Signature

9/30/10

 Date