

Beverly E. Utley
3720 Hellman Avenue
Los Angeles, California 90032

February 19, 2015

Dear Selection Committee,

I am pleased to be able to provide a personal recommendation for Gayle Gordon. She has served Los Angeles Unified School District (LAUSD) as a Student Support Services Coordinator for the past six plus years. At LAUSD she has provided services and support for a very intensive population, students and their families have found resources they needed as a result of her dedication, conscientiousness, and diligence.

She has facilitated program and curriculum development for students and parents alike. Ms. Gordon provided in-depth trainings to parents of students with Individual Education Plans, and to caregivers/guardians of youth in the foster care systems. She provided interactive participation with the objective of equipping the participants with proven strategies and available resources for ongoing supports to develop self-sufficiency.

As a former Los Angeles Unified School district administrator, I highly recommend Ms Gordon to your educational institution. Gayle returned to college as an adult; therefore she is very knowledgeable of the practices of adult learning and the strategies needed in order for adults to learn. Her education as well as her life experiences has given her much success in teaching adult learners. She is well organized; efficient, extremely competent, and has an excellent rapport with people of all backgrounds. Ms. Gordon has exceptional communication skills, has demonstrated effective leadership, teamwork, collaboration, as well as compassion for others.

Her versatility with using a variety of teaching strategies has successfully challenged and equipped diverse populations. I highly recommend Gayle Gordon as an instructor with Long Beach Community College. If I may be of any future assistance, please contact me at (323) 514-1861 or via email, bev.utley@yahoo.com.

Sincerely,

Beverly Utley, MAE, PPS
(Retired Los Angeles Unified School District, Assistant Principal)