



Dear Sir or Madam:

I am enthusiastically writing this letter of recommendation for Ms. Bernarda Biemond.

She presently teaches music education and is completing her administrative internship at Dalian American International School (DAIS). I have worked with Ms. Biemond since the beginning of this school year 2011-2012. She is an exceptionally talented educator who demonstrates outstanding skills in leadership. She successfully coordinated the *After School Activities Program* at DAIS making numerous improvements and modifications to enhance the experience for students and families. With her leadership on this project, DAIS now has a wide range of after school offerings with on-line registration and confirmation procedures.

Along with this, Ms. Biemond is also an outstanding classroom educator with a creative talent to motivate students and develop meaningful learning experiences for all. Ms. Biemond exceeds expectations in her ability to plan for and assess students, utilize creative instruction, communicate and develop relationships with students and parents, and support and share her expertise with colleagues.

Ms. Biemond worked closely with me this year as an elementary principal intern. Her responsibilities and experiences included: planning and leading teachers in professional development experiences, facilitating the standardized testing program, coordinating progress reports to parents, supervising Teacher Assistants through meetings and on-site observation, serving as communication link to DAIS Newsletter, working with the Sea Dragon Awards program to promote positive behavior for students, ensuring the safety and security of students through maintenance and supervision of activities, and planning and implementing whole school activities, such as, assemblies, concerts, curriculum nights, and cultural events.

Ms. Biemond has exceptional leadership skills and is highly respected by her colleagues. She works collaboratively with her teammates and maintains positive relationships with building personnel. Ms. Biemond has contributed a tremendous amount of creativity, energy and positive influence to DAIS. Our staff and community have benefited from her leadership and team spirit.

I highly recommend Ms. Biemond as an excellent administrative candidate for your school. We will surely miss her at DAIS.

Sincerely,

Patricia S. Phillips
Elementary Principal
Dalian American International School



ST. LUKE'S SCHOOL

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(212) 924-5960 FAX: (212) 924-1352

www.stlukeschool.org

October 2010

To Whom It May Concern

Narda has excelled as our music teacher at St. Luke's School. She embodies those qualities that one hopes for in someone who works with children: she motivates, she encourages, and she builds esteem. In her four years here, Narda has shouldered all of her responsibilities with maturity, good judgment, and abundant good will.

Narda is dedicated and organized. She is a hardworking, reliable, loyal, and confident individual. Narda exhibits a quiet competence in all that she does in our music department, whether she is teaching a class or overseeing a production. Narda's talents are wide-ranging: she is trained in the Orff method, and she directs our chorus and band. She is sincerely interested in the progress and well being of her students and is positive in her dealings with them. Narda handles situations that arise in a mature and careful manner.

In her classroom, Narda fosters an environment that is purposeful and supportive. She inspires her students and yet is demanding in her expectations. Well-planned lessons provide many opportunities for the children to develop and refine their skills. She has a keen insight into the scope and sequence of concepts to be taught at different grade levels. Narda takes every opportunity to ensure the success of her students who have a wide and diverse range of musical capabilities. The school community looks forward to the musical presentations which Narda directs. She does not hesitate to devote hours of time to a project, responsibility, or endeavor. Narda carefully and efficiently plans projects for which she is responsible.

Outgoing, personable, and straightforward, Narda has a natural ability to connect with people. Narda is a wonderful colleague who works effectively and collaboratively in team teaching situations. She is a valued member of our teaching faculty. Narda unfailingly meets deadlines. She conscientiously fulfills her responsibilities with regard to student supervision and record keeping.

Beyond her work in the classroom, she willingly gives of her time and energy in her extracurricular work as a student advisor and faculty committee member. Narda served as a member of the Steering Committee in our recent ten-year accreditation process, and she capably chaired the Administration Section of our evaluation. Dedicated to raising student awareness of the value and importance of community service, she willingly leads and participates in service

learning activities. Narda has commanded the respect of all. Her contributions have truly enriched our community throughout the time she has been with us.

I unreservedly give my highest recommendation to Narda. Should you desire additional information, please feel free to contact me. I would welcome the opportunity to speak on Narda's behalf.

A handwritten signature in black ink that reads "Lyn Spyropoulos". The signature is written in a cursive, flowing style.

Lyn Spyropoulos
Middle School Head.
St. Luke's School
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New York, NY 10014

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Spring 2010

To Whom It May Concern:

I am delighted to write a letter of recommendation on behalf of **Bernarda (Narda) Biemond**. I have known Narda for the past four years while she has been the music teacher at St. Luke's School. Since I am leaving St. Luke's to take the position as Executive Director of the New Jersey Association of Independent Schools, this seemed like a good juncture to capture some thoughts on my colleague.

Because I have a background in music (many years as a professional opera singer and then Dean of Admissions at Juilliard for seven years), I was part of the committee that interviewed dozens of people to fill the position of music teacher at St. Luke's School. Narda was by far the most outstanding. She was replacing a beloved man who taught music at the school for 24 years, is an exceptional musician, and was retiring. Narda distinguished herself in the interviewing process by her extraordinary musicianship, vast knowledge of music from all genres, and remarkable pedagogy. She is the only teacher in the School who instructs every child, and there is not a single child who does not adore Ms. Biemond and, by extension and the Pied Piper factor, love music. Narda does amazing work across the grades. She creates musicians. Her ensembles are masterful. Her productions are memorable. Her program is varied and integrated into the classroom curriculum.

Beyond her expertise as a musician, Narda is also a leader. I think her basic leadership skills are innate. When she is producing Lessons and Carols with over 200 children, plus parent ensembles, and faculty groups, Narda is unflappable. Always prepared and organized, Narda keeps everyone focused and creates an event that is moving and memorable. As a leader on the faculty, Narda is also noteworthy. She is a voice of sanity and experience, and reliable in asking cogent questions. She served on the steering committee for the NY State Association of Independent Schools steering Decennial Evaluation of St. Luke's School. Narda helped organize committees, edit documents, and evaluate reports. In all of this, Narda was always committed to excellence.

Narda's personal demeanor is noteworthy. She is calm, sensible, balanced, and great fun. Her sense of humor is robust and readily evident, making her a faculty member who works well with all constituencies: students, other faculty, administrators, parents, and

alumni who often come back to visit her. She often peppers her speech with colorful Australian expressions that keep all of us amused and interested.

When I think of the future for Narda Biemond, I think anything is possible for her. She has my most enthusiastic recommendation for any undertaking. Narda will always be a great music teacher. She could also be a fabulous administrator at many levels. It has been my true honor to work with this remarkable woman.

If you would like further comment, please do not hesitate to contact me.

Sincerely,



Carole J. Everett

Albany Academy for Girls

140 Academy Road
Albany, N.Y. 12208

(518) 463-2201
Fax (518) 463-5096

Caroline B. Mason
Headmistress

January 25, 2006

To Whom It May Concern:

It is not often that one makes an investment in someone or thing sight unseen. In the case of **Narda Biemond**, it has paid off in spades. Ms. Biemond replied from Australia to an ad for chair of the Fine Arts Department at Albany Academy for Girls four years ago. We appointed her to that position after checking references and speaking with her by telephone. She was charged with revamping a flagging program, raising the performing arts to the level of our well-established visual arts, and, most importantly, engaging our students. "There is," I told her via telephone, "an unfortunate absence of joy."

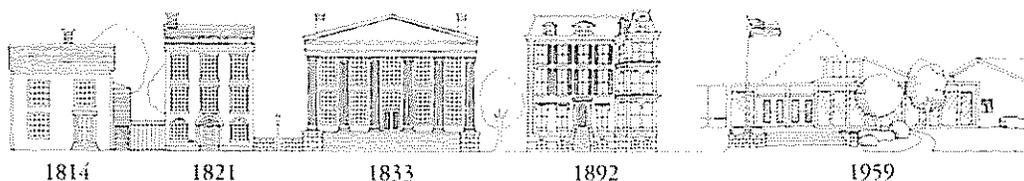
Enter NardaBiemond, a talented and vivacious woman whose cup is perpetually full (not half!). During her years at Girls' Academy, and in collaboration with The Albany Academy (for boys) with whom we have a formal affiliation, she has developed a program for choral music in the middle and upper schools, over-hauled the music education classes, and overseen the creation of a number of ensembles. In addition, she has been very involved in musical productions and performances. A highlight was the Middle School's performance of the Beatles music for our annual Evening of the Arts concert. Joy abounded!

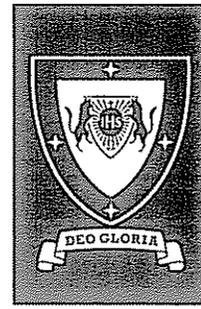
M. Biemond has impeccable integrity and a strong work ethic. She has my enthusiastic recommendation.

Sincerely,



Caroline B. Mason
Headmistress





10.9.02

Reference: Ms Narda Biemond

Narda Biemond joined the staff at Saint Ignatius' College in 1998. Saint Ignatius is a College of about 1,300 students conducted by the Society of Jesus. Narda was employed as member of the music staff for what is a significant component of the College's academic and co-curricular programme.

Narda is an invaluable member of the staff here at the College. A dedicated teacher she has been fully involved in the music programme, including the direction of the College Choir, the Jes Singers, the Stage Band, and the Liturgical Ensembles. Narda has also been involved in school theatrical productions. She has also served as Head of Regis House, one of the four Houses in the College, and is presently Co-ordinator of Liturgical Music. At the end of 2001 she will be a staff leader for a group of our students who will tour India.

Narda is a talented musician. In addition to her duties with our Music Department, she plays semi-professionally with a Big Band and is involved with the Kodaly Society of Australia. She readily communicates her love of music.

In my own dealings with Narda as Deputy Headmaster and Director of Campus Ministry I have found her extremely supportive of the ethos of the College and generous in every way with her time and talents. Narda is a woman of strong Christian commitment and values, who has a gift in being able to witness to her faith. She makes a real contribution to the faith life of the school. She works well with other staff and establishes very good relations with the student body.

Narda is taking leave from the college in order to gain some experience teaching overseas. While we will miss her, we do recognise that such an experience would be beneficial for her professional development. May I say that I commend Narda to any employer in very strong terms, without any reservation. If I can be of any further assistance please feel free to contact me at the above address.

Yours sincerely,

Fr. Chris Middleton SJ.

Fr Chris Middleton SJ BA (Hons), M.Theol., MS(Ed.)

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