Dear __________________________:

(Staff Member Name)

I would like to take this opportunity to commend you for a job well done.

You deserve special recognition for:

☐ Providing a stimulation and challenging educational environment that encourages quality work.

☐ Demonstrating a personal interest in students’ progress and overall well being

☐ Being friendly, patient and understanding

☐ Being a true professional and representing William Fremd High School in a positive manner

Other Remarks: __________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Thank you for your efforts!

Signature: ___________________________ Date: ___________________________

*Return to: William Fremd High School
1000 S. Quentin Road
Palatine, IL 60067
*your son or daughter may bring this to the Main Office at school
(Please return form by May 6, 2022)