



Davis Joint Unified School District

Tina Burkhart, Director of Technological Support

October 10, 2003

To Whom It May Concern:

I would like to commend Shelly Mellomida for the work she did for the Davis Joint Unified School District during the year I worked in the technology department. One of my specific responsibilities was to coordinate training opportunities for our staff including clerical, teaching and administrative. As you can imagine, Shelly and New Horizons were a wonderful resource.

Shelly always went above the call of duty in working with each staff person who signed up for the business club. She spent time helping them decide what their educational needs were and getting them signed up for the right classes. She even provided reminders.

When we had a group of eight employees sign up at one time, Shelly came to our district's technology training lab and provided on-site training into how use and get the most out of the on-line classes and resources. She had each employee log on and experience a taste of what New Horizons has to offer. Shelly also explained the process for taking classes at the Sacramento location. We all enjoyed the session and left inspired to use New Horizons to develop professionally.

Shelly has a unique gift in working with people as she makes you feel immediately comfortable talking with her. You know you are welcomed to call her at anytime to get help or answers to questions. She is responsive and knowledgeable.

I have appreciated my association with Shelly. She is a remarkably talented woman with the drive to succeed at whatever she decides to do.

If you have any questions, please feel free to call me.

Sincerely,

A handwritten signature in cursive script that reads "Pat Snyder".

Pat Snyder
Administrative Secretary