**QUINCY HIGH SCHOOL**

100 Coddington Street

Quincy, MA 02169

Monday, November 30, 2015

To whom it may concern:

I am pleased to be writing this letter on behalf of one of my students, Michael Fernald. I have known Michael for three years as a student in my Information Technology program here at Quincy High School. Besides being academically skilled, Michael is a hard-working and dependable young man. He enjoys taking on new challenges and has exemplified reaching goals through determination and hard work

I first met Michael in his sophomore year as a student in my Information Technology 1 class. This class is the first class in the Career and Technical Education program for Information Support and Services and Networking. It focuses on computing hardware technology, troubleshooting and repair of desktop and portable computer systems. Again, Michael excelled in all areas of the class. He demonstrated mastery of the course material as well as great promise as a future professional in the Information Technology Industry.

During his junior year, Michael was enrolled in the Information Technology 2 class. This course teaches the fundamental principles of networking and data communication. Michael completed all aspects of the course curriculum with his typical level of mastery.

This year, Michael is enrolled in the Information Technology 3 class which focuses on advanced networking techniques, entrepreneurship, software and Web page development, and cyber security. Michael also serves as my Teachers Assistant for my Information Technology 1 class. This is a large class of 22 students. Michael assists with shop set-up for lab activities and general classroom duties. However his assistance is most appreciated during labs and hands-on activities where he provides a second set of critical eyes focused on procedures and shop safety.

Besides being Michael’s IT Teacher, I have the pleasure of serving as his SkillsUSA Advisor. Michael is a three-year member of the Quincy High School chapter of SkillsUSA. His dedication and leadership were instrumental to the successful operation of chapter activities. He served two years as a member of the chapter leadership team where he has assisted in the development of the chapter program of work. This year he serves as the Chapter Vice-President assisting with the planning and running of all meetings and chapter activities. Whether learning vital employability and job related skills, participating in fundraising activities, or volunteering for community service events, Michael was consistently dependable and engaged with vitality and enthusiasm. He demonstrated his leadership and ability to run meetings according to parliamentary procedure by winning a bronze medal in Chapter Business Procedure during the 2015 Massachusetts SkillsUSA State Leadership and Skills Conference. Michael and his team from last year hope to compete at the state level again this year. They further hop to win the gold medal and be able to represent the Massachusetts delegation at the 2016 SkillsUSA National Leadership and Skills Conference in Louisville, Kentucky.

Michael Fernald is a bright and talented student. He is a member of the National Honor Society. He is planning to continue his education in the field of Computer Science or Computer Information Systems. Michael epitomizes drive, determination and academic achievement. With that, it is without any hesitation that I recommend him for college admission.

It is extremely difficult to truly express all of the great qualities of Michael in a brief letter. If you have any questions regarding Michael, Quincy High School, the Information Technology program or SkillsUSA, please do not hesitate to contact me.

Sincerely,

Edward H. Holmes