



August 29, 2019

To Whom It May Concern,

I am writing this letter to recommend Jessica Clayton to be considered for your afterschool enrichment program. I have had the privilege of knowing and working with Jessica for about one year now. She has been organizing and instructing a wonderful youth dance program we offer at the recreation center in the town of Castle Rock Co.

Jessica is a very dedicated and responsible person. She has a great work ethic and attitude. She is self-motivated and passionate about dance and teaching new skills to every student she encounters. The young students are fascinated, also eager to thrive and learn from Jessica because of her positive attitude.

Jessica also helps by promoting her classes by making fliers and social media posts to build up her class enrollment. Some of the dances that Jessica teaches but probably not limited to are Ballet, Cheerleading, Tap, Hip Hop, Creative Dance, Teddy Bear Hip Hop, Princess events, Ballet / Tap Combo. Jessica is responsible and organized, coming to her classes on time and teaching her lessons to our youth. Jessica is fair and caring with all the young students she encounters and loves to interact and make dancing fun and enjoyable for them.

Jessica is a well-rounded young lady. She has good work ethic and is very responsible. Please feel free to contact me if you have any questions.

Sincerely,

**David P. Quintana** | Recreation Specialist  
**Town of Castle Rock** | Parks and Recreation Department  
[Castle Rock Recreation Center](#)  
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