



“Giving Parents a Choice and Children a Chance!”

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Dear Ms. Gurrola:

This letter is for the expressed purpose of introducing and recommending Ms. Leanne Meeks for the Volunteer Coordinator position at Collier County Board of County Commissioners.

I have known Ms. Meeks for the past 3 years. I had the privilege of hiring her when she accepted an office position at Gulf Coast Charter Academy South in Naples, Florida. Because of Ms. Meeks work ethic, dedication, organization, and past performance, it is my sincere belief that Ms. Meeks would be an ideal candidate for the Volunteer Coordinator position at Collier County Board of County Commissioners.

When she began working at Gulf Coast Charter Academy South, it was immediately evident that Leanne had a strong work ethic and a sincere interest in and concern for the children enrolled at GCCAS. She is a true professional, performing her duties with the utmost efficiency, ability, and dispatch.

Coupled with her office duties, Leanne also was responsible for the school yearbook and assisted with our after school care program. Moreover, she volunteered her time assisting FORZA Education Management with our child development center and was responsible for overseeing our Procure system. This proves Ms. Meeks successful multitasking abilities, which is one of her strengths. .

Ms. Meeks approaches any and all aspects of her job with eager anticipation and an unparalleled work ethic. This is evident by her passion and willingness to go above and beyond in every situation. In 2013, the school built a new playground for our students and the community. Leanne played an integral role in building our playground by not only volunteering for 12 hours and bringing family and friends to assist, but by being a team project manager. Ms. Meeks maintains a level of efficiency that is fueled by her obvious work ethic and her professional concern for people. Overall, Ms. Meeks emulates Albert Einstein's Rules of Work: 1) Out of clutter, find simplicity. 2) From discord, find harmony. 3) In the middle of difficulty, lies opportunity.

As Chief Executive Officer of FORZA Education Management, I highly recommend Leanne Meeks for the Volunteer Coordinator position at Collier County Board of County Commissioners. Please feel free to contact me if you have any questions, or need additional information. I can be reached at 727-642-9319 or via Cmalatesta@forzaedu.com

Respectfully submitted,

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