

# Aaron Taylor

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**Karen Summers**

**North Los Angeles High School**

**123 Your Street,**

**Houston, TX 12345**

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[month, day, year]

Dear Ms. Summers,

With over five years of teaching experience, I excel in developing innovative strategies to improve student academic performance. As a substitute teacher at Santa Cruz High School, I coordinated with teachers and education teams to create inclusive learning environments centered on diversity and empowerment. I believe I can bring the same level of success to your organization in the substitute teacher position.

Los Angeles North High School has a reputation for driving diversity and cultural awareness that resonates with me as an academic professional. In my previous position, I supported key initiatives to drive cultural sensitivity and awareness. I am confident I can help further this mission based on the following accomplishments from my teaching career:

- Taught English courses to classes of 25 to 30 high school students during long-term teacher absences, implemented lesson plans, and collaborated with educators to develop individualized learning plans, resulting in a 15% improvement in grade point averages
- Coordinated with faculty, parents, and administrators to drive diversity and cultural awareness across the school and classrooms, which included planning workshops and school events
- Provided tutoring services to students after school and refined curriculum based on learning strengths, weaknesses, and individual needs

I look forward to speaking with you further about how my academic background can aid your organization in driving diversity and inclusion within the classroom. Feel free to contact me for additional information at your convenience. I appreciate your time and consideration.

Best regards,

Aaron Taylor