



March 10, 2020

To the members of the RVUSD School Board:

The iris is the part of your eye that adjusts the size of your pupil to adapt to different circumstances of light and dark, and allows you to be able to see properly in many environments. The iris also carries the pigment of the eye, determining eye color, which is a part of our identity.

Similarly, our Iris provides both the ability to adapt to issues, tasks and ideas of great complexity with seeming ease, helping us to truly “see” the importance of our work and make our school great. She is also the “color” of our school, creating an environment where people are valued and bringing light to our days. We are lucky to be able to honor her as Classified Employee of the Month.

Iris began her work with the district in 2006 as receptionist and noon duty at Sequoia, then moved into the role of office manager at RVCS Sequoia later that same year. She has stayed consistent, and been in that role ever since! Over the years, her expertise has grown exponentially, and she is a wealth of information about best practices around attendance, health and safety, budget, staff and the community. She has the added skill set required to coach nervous parents and students through the complicated process of registering, preparing for and moving on to high school.

Iris is also a caring advocate for students. She attends to their needs, talks to them about their lives, and notices special things about them. Students from many previous years come back to visit, knowing she will greet them warmly and remember something special about them. She has a knack for taking care of people, sometimes without them ever knowing she is doing it. She hates being in the limelight and would much rather work in the background, quietly and competently making everyone’s day easier and brighter.

RINCON VALLEY



CHARTER SCHOOL

Iris also knows the staff, as is displayed by the personalized folders she chooses for each of them every year. She knows about their lives, their children, their hobbies, their joys and their struggles. She cares deeply about her coworkers and respects them both as educators and as people.

Iris' organizational skills are known far and wide. You can ask her about a purchase order from spring 2007, and she'll probably be able to hand you a copy. She has created systems that make it easier for everyone to track data, keep on top of our work and free us to spend more time with students. She keeps a wealth of knowledge at her fingertips and is careful and accurate in her record keeping. She is clean to a fault and has helped many of us in overcoming our own tendency to collect clutter! The reliability of Iris' office management is part of what makes RVCS Sequoia such a great place to be.

RVCS Sequoia has had its share of challenges over the past few years. Iris has been a calm, consistent presence, providing for families and staff the type of support that grounds us and helps us to do our best work. On a personal note, Iris takes time to check in with me in a way that is so caring and helpful. As her name indicates, she is responsible for the light and color in our school world, and we don't know where we would be without her hard work and support. We are pleased to be able to recognize her as Classified Employee of the Month for March 2020!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Hannah Bates', is written over a white background.

Hannah Bates
RVCS Principal