Kim Combs 409 Puyallup Avenue Tacoma, WA 98421 (253) 987-6565

May 28, 2020

Dear Carrie,

It has been such a pleasure working with you at Summit Olympus High School. Your dedication and passion for our mission and vision is clear and you demonstrated that time and time again.

These are challenging times, and although we are unable to maintain your position as our Community Engagement Marketing Manager, you've had a great impact on increasing enrollment and establishing programs that help ensure we attract families who value education. Originally, there was much confusion in the community about what our school had to offer Tacoma and the surrounding areas. Your efforts to develop strong messaging with an appealing high school look and feel has greatly shifted who we attract. We are now positioned to continue building a community of dedicated families who are excited about our college prep approach. We are very proud of our track record of 100% graduation and 100% college acceptance rate; thank you for your tireless efforts of spreading this message so well.

I also want to acknowledge a few of the wins we've had as a team over the past two years, with your leadership.

- Year over Year Enrollment Growth: 9th Graders / 250% and 9th-12th Graders: 393%
- Social Media Growth: 178%

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- Open House Attendance: Increased from an average of two to four people to having roughly 35 to 50 attendees (just one week prior to COVID-19 school closures)
- A-Team (Parent & Student Ambassadors): You single handedly established an Ambassador Program to activate parents and students to help increase enrollment efforts - resulting in 33 participating students and 23 active parents.

Working with you has been dynamic, to say the least. I have enjoyed the enthusiasm you bring to all that you do and the times that you have stretched me to see the creative ways in which we can encourage growth. I wish you all the best!

Thank you,

Kim Combs

Dean of Operations

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