

MELVIN J. BROWN, Ed.D.

Experience

- 2017-current **REYNOLDSBURG CITY SCHOOLS**
Superintendent—*Reynoldsburg, Ohio*
Acted as the Chief Executive and Administrative Officer of the District. Reported directly to the Board of Education and exercised all executive and administrative powers and duties in connection with the overall operation of the schools which are not required by statute to be exercised directly by the Board or by some other officer. Demonstrated leadership through school administrators who comprise the Leadership Team. Successfully restored a positive and productive relationship with our teacher union following a teacher strike that took place 2 years prior to my arrival. Worked diligently to address district inequities in high school programming (including AP and College Credit Plus enrollment), gifted education, and elementary instructional resources. Implemented an academy for freshman students in order to address academic, social, and emotional concerns. Successfully negotiated 4 union contracts. Began the process for a bond initiative to construct new buildings. Lead, completed, and implemented a five-year strategic plan focused on improving in teaching and learning, enhancing the student experience (particularly increasing equity), expanding our communications strategy to greater engage the public, and exercising responsible and equitable fiscal management
- 2015-2017 **CUYAHOGA FALLS CITY SCHOOL DISTRICT**
Deputy Superintendent—*Cuyahoga Falls, Ohio*
Oversight and direction of the Department of College and Career Readiness. Coordinated and oversaw the district’s instructional program including areas of curriculum intervention, professional development, gifted education, assessment, student services, Special Education, instructional technology, English Learners services, and library/media services. Supervised the Department of College and Career Readiness, all personnel in that department, in addition to all other administrative personnel with the exception of the Superintendent and the Treasurer. Managed the budget for the Department of College and Career Readiness. Assisted the Superintendent in a staff and community public relations program. Designed and facilitated the development of the course of study and revisions. Served as Chief Administrative Officer of the district in the absence of the Superintendent. Worked closely with each respective bargaining unit (CFEA, Local 100, and OAPSE). Served on the Superintendent’s Cabinet and fulfilled all responsibilities as assigned. Worked with building administrators and staff to support the implementation of new and revised programs to meet district goals. Assisted the Superintendent in the implementation of the strategic plan. Attended Board of Education meetings and prepared and presented reports for the Board as requested and as necessary. Ensured on-going evaluation and implementation of curriculum. Assisted in the formation of a philosophy and objectives for the instructional program. Acted as liaison with social, professional, civic, volunteer, and other community agencies and groups having interest in the school district as directed by the Superintendent.

- 2013-2015 **CUYAHOGA FALLS CITY SCHOOL DISTRICT**
Director of Human Resources—*Cuyahoga Falls, Ohio*
Organized and directed certificated and classified personnel recruitment, hiring, maintenance, and evaluation. Provided in-service training for certificated and classified staff regarding licensure, best practices, and legal issues in education. Supervised the Department of Human Resources in addition to all other administrative personnel with the exception of the Superintendent, Deputy Superintendent, and Treasurer. Worked closely with bargaining unit leadership. Served on Superintendent’s Cabinet and fulfilled all responsibilities as assigned. Directed the recruitment, hiring, maintenance, and evaluation process of administrative and certificated personnel. Directed certificated and classified employee attendance, including sick leave, personal leave, vacation, change of duties, and Family Medical Leave Act. Coordinated all certificated and classified staff building assignments, transfers, vacancies, postings, etc. Worked with building administrators and staff to support the implementation of new or revised programs to meet district goals. Supervised and evaluated administrative staff including building principals. Served on the school district’s negotiating team for collective bargaining. Interacted with legal counsel on a number of different issues; not exclusive of Human Resources issues. Assisted the Superintendent in the implementation of the strategic and continuous improvement plans. Attended Board of Education meetings and prepared and presented reports for the Board on a regular basis as requested by the Superintendent. Worked with the Superintendent in the recruitment and selection for recommendation of administrative personnel. Acted as liaison with social, professional, civic, volunteer, and other community agencies and groups having interest in the schools as directed by the Superintendent. Coordinated placement of student teachers and field experience students. Worked with Building Principals and other central office administrators to respond to federal and state mandates.
- 2011-2013 **MOSAICA EDUCATION, INC.**
Regional Vice President—*Northeast Ohio*
Provided leadership and supervision of numerous charter schools throughout the Northeast Ohio region. Managed instructional improvement at each school under my supervision. Supervised each school’s principal and the hiring of all personnel. Provided professional development to staff. Identified new sites and negotiated leases for new school sites. Initiated three start-up schools in addition to the six schools that were already in existence. Managed the takeover of a charter school in Winston-Salem, NC. Facilitated the relocation of an existing charter to another city. Worked directly with school sponsors and each school’s Governing Authority Board. Provided oversight and guidance for compliance at each school. Located and attained funding for various projects at each school. Worked with state and local lobbyists and legislatures to seek bond financing for school construction.
- 2010 **ROSworks, LLC**
Associate Director—*Richmond, Virginia*
Provided leadership and supervision in the areas of sales and marketing, office organization, human resources, client management, support services. Attained new clients and contracts. Delivered sales presentations at conferences and for potential individual clients.

- 2008-2010 **SPOTSYLVANIA COUNTY PUBLIC SCHOOLS**
Principal—*Chancellor Middle School, Fredericksburg, Virginia*
Provided leadership and supervision in the areas of instructional leadership, professional development, faculty/staff evaluation, data analysis, operations, and budget and finance. Initiated and implemented a “double block” instructional period to provide daily English and Math instruction for all 6th Graders in our school division. Chaired a task force to study revisions to school division middle school schedules. Under my leadership, reading and math scores increased significantly and students in all AYP subgroups experienced increases as well. Our discipline referral rate dropped 75% in one school year due to improved climate and higher expectations for student achievement and conduct. Responsible for 860 students and 74 faculty and staff members.
- 2006-2008 **PRINCE WILLIAM COUNTY PUBLIC SCHOOLS**
Associate Superintendent—*Superintendent’s Executive Staff, Manassas, Virginia*
Provided leadership and supervision in the areas of elementary, middle, and high school, curriculum, professional development, special education, school and division improvement, data analysis, and crisis intervention and management. Worked with each school community to build a sense of ownership and belonging. Addressed parental and conduct concerns that were appealed beyond the office of the principal. Developed progress reports and updates on evaluation, achievement, and conduct for each school for the Superintendent and the Deputy Superintendent. Served as a member of the Superintendent’s Staff to discuss and address division-wide initiatives and concerns to include instruction, budget, facilities management, interaction with School Board members, and teacher associations. Successfully replaced two principals for performance issues leading to improved leadership at those schools. Under my leadership, 18 of 20 schools were fully accredited, including seven Title I elementary schools. Significant improvements in test scores were experienced at all schools during my tenure. Responsible for 20,000 students and 20 principals and school communities.
- 2005-2006 **PRINCE WILLIAM COUNTY PUBLIC SCHOOLS**
Supervisor of Multicultural Education—*Department of Student Learning and Accountability, Manassas, Virginia*
Directed, coordinated, and supervised the operations and staff of the Office of Multicultural Education, including conducting sensitivity audits, diversity training, training in *A Framework for Understanding Poverty*, cultural backgrounds, and providing instruction in diverse classrooms. Organized, planned, and budgeted for two division-wide cultural training activities, the Multicultural Summer Institute and the Closing the Gap Summit. Each of these events was attended by the entire school division as well as registrants from other localities. Facilitated SAT preparatory sessions for high school students and co-chaired a task force to address improvement in our overall SAT student success. Worked with the Department of Student Learning and Accountability to build instructional models that were suited to meet the diverse needs of our entire student population. Mentored groups of students in various schools to provide a model for academic and social success. Responsible for one Program Coordinator, one office staff member, and over 50 diversity trainers.

- 2001-2005 PRINCE WILLIAM COUNTY PUBLIC SCHOOLS
Principal—*Enterprise Elementary School, Dale City, Virginia*
Provided leadership and supervision in the areas of instructional leadership, professional development, faculty/staff evaluation, data analysis, operations, and budget and finance. Implemented a full-day Kindergarten classroom using site-based funds where only half-day Kindergarten was funded. Designed and instituted elementary block schedule prior to this becoming a school division initiative. Under my leadership, reading and math scores increased every year to include full accreditation following my first year, full accreditation and made AYP status following my second year, full accreditation, made AYP status, and PWCS School of Excellence in my third and fourth years. In my fourth year at Enterprise, we were recognized by *Standards and Poor's* for significantly closing the achievement gap between minority and non-minority students. Responsible for 630 students and 60 faculty and staff members.
- 1999-2001 WESTMORELAND COUNTY PUBLIC SCHOOLS
Principal—*Washington District Elementary School, Colonial Beach, Virginia*
Provided leadership and supervision in the areas of instructional leadership, professional development, faculty/staff evaluation, data analysis, operations, and budget and finance. Under my leadership, reading and math scores increased significantly and students in all AYP subgroups experienced increases as well. Responsible for 530 students and 62 faculty and staff members.
- 1997-1999 WESTMORELAND COUNTY PUBLIC SCHOOLS
Sixth Grade Teacher—*Montross Middle School, Montross, Virginia*
Provided direct instruction to sixth grade students in the content areas of English, Math, Science, and Social Studies using innovative, creative, and research-based strategies. Responsible for grading, assessment, student discipline, student schedules, and interaction with parents. Worked collaboratively with staff in order to plan for instruction, formative and summative assessment, and intervention.
- 1994-1997 STAFFORD COUNTY PUBLIC SCHOOLS
English Teacher—*Brooke Point High School, Stafford, Virginia*
Provided direct instruction to ninth and eleventh grade students using innovative, creative, and research-based strategies. Responsible for grading, assessment, student discipline, and interaction with parents. Worked collaboratively with staff in order to plan for instruction, formative and summative assessment, and intervention. Served as an Administrative Designee to handle minor discipline matters.
- 1993-1994 CAROLINE COUNTY PUBLIC SCHOOLS
Special Education Teacher (Long Term Substitute)—*Caroline Middle School, Milford, Virginia*
Provided direct instruction to seventh grade special needs students in the content areas of English, Math, Science, and Social Studies using innovative, creative, and research-based strategies. Responsible for grading, assessment, student discipline, student schedules, IEP development and implementation, and interaction with parents. Worked collaboratively with staff in order to plan for instruction, formative and summative assessment, and intervention.

Education

- December 2020 **Doctor of Education**
Educational Studies
The Ohio State University, *Columbus, Ohio*
- December 1999 **Master of Education**
School Administration and Supervision
Virginia Commonwealth University, *Richmond, Virginia*
- August 1993 **Bachelor of Arts**
English
James Madison University, *Harrisonburg, Virginia*

Licenses and Endorsements

Superintendent and Principal, PK-12

State of Ohio Department of Education

Ohio Principal Evaluation Process (OPES)

Fully Credentialed Principal Evaluator through August 2022
State of Ohio Department of Education

2019 Graduate Ohio School Leadership Institute (OSLI)

Educational Service

- Central Ohio Superintendents' Association (2017-present)
- Buckeye Association of School Administrators Department of Higher Education Committee Member (2014-present)
- Chair of BASA Department of Higher Education Committee (2018-2020)
- Chair of BASA Antiracism, Diversity, and Inclusion Committee (2020-present)
- Member of BASA Antiracism, Diversity, and Inclusion Committee (2020-present)
- Buckeye Association of School Administrators Legislative Committee Member (2017-present)
- Member of the Columbus Council of Work Affairs Board of Directors (2021-present)
- Member of The Ohio State University College of Education and Human Ecology Racial & Social Justice Workgroup (2020-present)
- Member of the Real Choice Ohio Board of Directors (2020-present)
- Member of Reynoldsburg YMCA Consulting Board (2018-present)
- Facilitator for Ohio Equity Talks in conjunction with BASA and Discovery Education

- Educational Leadership K-12 Advisory Board in the College of Education, Health and Human Services at Kent State University (2017-present)
- Six District Educational Compact Program Committee (2014-2017)
- Chairperson of Six District Educational Compact Program Committee (2016-2017)
- Board of Directors, Kids Crushing Cancer (2015-2017)
- Chair of Alternative Scheduling Committee for Cuyahoga Falls City Schools (2016)
- Kent State University KEEP Academy Steering Committee (2015-2017)
- *A Framework of Understanding Poverty* Trainer
- *TESA (Teacher Expectations/Student Achievement)* Trainer
- Marva Collins Model Trainer

Professional Affiliations

- Buckeye Association of School Administrators (2013-current)
- Digital Promise League of Innovative Schools (2017-present)
- Ohio Association of School Personnel Administrators (2013-2015)
- Northeast Ohio Association of School Personnel Administrators (2013-2015)
- Association for Supervision and Curriculum Development (1999-current)
- American Association of School Administrators (2006-current)
- National Association of Secondary School Principals (2007-current)
- National Middle School Association (2008-current)
- National Association of Elementary School Principals (1999-current)
- National Association of Black School Educators (2002-2007)

References Available Upon Request