





MARSANDRA BROWN

Educator | A Devoted School Principal | Valued Leader & Mentor



 (773) 414-0641

 marsandrabrown@gmail.com

CORE COMPETENCIES

- Educational leadership and strategic planning
- School improvement and performance management
- Budgeting and resource allocation
- Staff development and mentoring
- Community and stakeholder engagement
- Policy development and implementation
- Data analysis and evidence-based decision-making
- Creating equity and inclusion

EDUCATION HISTORY

New Leaders- Chicago Leadership Collaborative

Aspiring Principals Program, 2018 - 2019
Emerging Leaders Program, 2016 - 2017

Master of Education

Leadership and Supervision
American College of Education- Chicago, IL, 2008 - 2010
Educational Administration Certificate
Type 75

Master of Education

Curriculum and Instruction
American College of Education - Chicago, IL, 2006 - 2008

Bachelor of Science

Elementary Education K-8
Jackson State University- Jackson, Mississippi, 2000 - 2004

- Elementary Education Teaching Certificate Type 03
- Middle School Endorsements - Math, Language Arts, Science, and Social Science

IBSE Growth through Learning Evaluation Training Certificate - 2018

CPS Principal Candidate Pool Eligible 2/6/2019

PROFESSIONAL PROFILE

Dedicated and accomplished school principal with over 15 years of experience in educational leadership and administration. Proven track record of fostering a positive and inclusive learning environment, promoting academic excellence, and developing effective educational programs. Possesses strong communication and interpersonal skills to build relationships with students, staff, parents, and community stakeholders. A visionary leader who excels in strategic planning, staff development, and creating a culture of continuous improvement. Skilled in implementing innovative teaching methodologies and utilizing technology to enhance instruction. Committed to providing a safe and nurturing environment that maximizes student potential and prepares them for success in the ever-evolving global landscape.

WORK EXPERIENCE

Assistant Principal

2021 - Present

John Marshall Harlan Community Academy

- Established an MTSS team and tracking tool to monitor attendance, GPAs, and student course performance, leading to a notable 10% increase in student attendance and a significant 25% decrease in off-track freshman and sophomores.
- Built a climate and culture team, implementing incentives to boost attendance and decrease behavior infractions. Introduced behavior monitoring system and facilitated training on Restorative Justice, Trauma, and Peace Circle.
- Led ILT team in internal instructional rounds to identify instructional strengths and growth areas, resulting in a 40% increase in teachers providing opportunities for student discourse and enriched classroom discussions.
- Assumed responsibility for the weekly monitoring of grades and teacher plans, developing a comprehensive tracker to provide teachers with valuable feedback and support.
- Devised and implemented a robust hybrid and remote learning plan in response to the challenges posed by the pandemic, ensuring continuity of education for students.
- Developed student incentives to boost online attendance, actively promoting student engagement and participation in virtual learning environments.
- Supported the principal in aligning the school's Continuous Improvement Work Plan (CIWP) priorities with the budget, securing necessary resources such as staff positions, equipment, materials, professional development opportunities, and school partnerships.

School Support Leader

2019 - 2021

Network 10 Math ISL, Chicago Public Schools

- Drove academic improvement by collaborating closely with classroom teachers, school-based Instructional Leadership Teams, and school administrators to support the implementation of strategic action plans and continuous improvement strategies.
- Built day to day instructional capacity of classroom teachers within a portfolio of schools through the implementation of Common Core State Standards through solid Tier I instruction, implementation of Multi-Tiered System of Supports, K-2 foundational literacy, and Social Emotional Learning.
- Offered personalized instructional support by engaging with teachers in the classroom, modeling research-based instructional practices, and fostering collaboration within grade-level teams to drive data-informed instructional planning.
- school-based leadership teams
- Consulted and collaborated with Principals, Assistant Principals, and school-based Instructional Leadership Teams to develop data-informed strategies for the creation and execution of the Comprehensive Instructional Work Plan, Curriculum Maps, professional development plans, direct support to classroom teachers, student outcome progress monitoring, and student intervention plans.
- Organized STEM Summits and other district initiatives, playing a crucial role in improving instruction and academic achievement throughout the educational community.
- Delivered actionable and content-specific feedback to educators, making a significant impact on instruction and driving improvements in student achievement.

Resident Principal

2018 - 2019

Lavizzo International Baccalaureate Middle Years Program Candidate Academy, Chicago Public Schools

- Empowered IB teachers by providing comprehensive support, utilizing modeling, coaching, and monitoring techniques to assist them in creating and implementing multi-disciplinary units that effectively incorporated IB learner profiles.
- Created and implemented observation and feedback schedules resulting in teachers receiving weekly actionable feedback for improvement.

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AFFILIATIONS

- Young Men's Educational Network
Member: 2017 - Present
- Association of Illinois Middle Schools:
2015 - Present
- Association for Middle-Level
Education: 2014
- National Education Association (NEA):
2005 - Present

TECHNICAL SKILLS

- Microsoft Office (Word, Excel,
PowerPoint, Outlook, Access,
Publisher)
- Google Docs
- Google Drive
- Google Calendar Google Plus
- Dropbox

PERSONAL SKILLS

- Adaptability
- Motivation
- Organizational
- Creativity
- Productive

EXPERIENCE Continues

- Strengthened the professional capacity of teachers, team leaders, and members of the leadership team by via weekly observations and engaging in coaching conversations, providing clear and actionable next steps for growth.
- Enabled a comprehensive assessment of teacher performance by conducting formal and informal evaluations utilizing the REACH Framework for Teaching.
- Guided teachers in embracing and implementing a balanced math structure model, encompassing fluency, math talk, investigation, mini-lessons, active engagement, guided math, and learning centers.
- Built professional relationships and collaborated with parents and the school community, actively participating in and leading Local School Council meetings and school-wide events.
- Leveraged Comprehensive Instructional Work Plan and 5 Essentials Survey data to develop a strategic plan addressing social-emotional learning gaps within the school.
- Served as the IAR and NWEA test Coordinator and Professional development Facilitator.

Director of Outreach Events (Volunteer Services)

2018 - Present

New Life Covenant Southeast Ministries

- Expertly formulate comprehensive event action plans encompassing budgetary allocations, timelines, marketing initiatives, and fundraising objectives for every Outreach initiative.
- Nurture, motivate, and mobilize dynamic volunteer committees for each event, effectively engaging sponsors, donors, and participants in support of the cause.
- Establish and foster strong relationships with sponsors and donors, successfully soliciting and facilitating sponsorships while ensuring optimal benefits for each event.
- Negotiate contracts with venues and vendors, meticulously aligning their services with the quality expectations of staff, event committees, attendees, and the Board of Directors.
- Improve events attendance by engaging with the Development and Communications Manager to develop event design and materials, implement mailings, marketing, outreach and public relations for all events.
- Foster collaborative relationships with third-party event coordinators, offering support and assistance as required to ensure smooth event production.

6th-8th Grade Language Arts Teacher/ Department Chair

2014 - 2018

Cuffe Math Science and Technology Academy, Chicago Public Schools

- Led teacher teams through data-driven instructional cycles to analyze student progress and to improve instructional practices to align with Common Core Standards resulting in an increase in interim assessment proficiency from 20% to 52% in math.
- Played a vital role in planning and executing the CIWP, ensuring effective implementation and maximizing its impact on student learning outcomes.
- Pioneered the establishment of an attendance team, devising incentives that propelled overall school attendance from 94% to an impressive 96%.
- Developed before school peer- tutoring program for students resulting in a 30% decrease of student demerits and tardiness within the first month of implementation.
- Delivered exceptional instructional coaching to 8th grade teachers, culminating in a 100% achievement of NWEA reading targets and an outstanding 100% graduation rate.
- Increased teachers' instructional capacity by providing them with research-based best practice strategies that resulted in an increase in student interim assessments proficiency from 30% to 75% in Language Arts.

5th-8th Grade Reading, Math, and Science Teacher/Department Chair/ Instructional Coach

2007 - 2014

Anna Langford Academy, Chicago Public Schools

- Facilitated impactful professional development sessions for emerging educators in reading and math, resulting in a comprehensive grasp of the fundamental instructional changes introduced by the Common Core standards.
- Enhanced parental engagement by organizing and hosting engaging events such as the Mother Daughter Tea, Math Night, Science Night, and Career Day.
- Spearheaded the school-wide implementation of Response to Intervention strategies, providing direct assistance to middle school instructors and directly influencing the academic progress of over 100 students in the domains of reading and math.

4-8 Grade Science Teacher /Department Chair

2005 - 2007

Roswell B. Mason School, Chicago Public Schools

- Achieved remarkable results in developing and executing comprehensive science curricula, catering to students ranging from 3rd to 8th grade.
- Successfully wrote and obtained two grants for science programs resulting in the school receiving over \$3,000 in science equipment and supplies.
- Strengthened and led a collaborative teacher team around a data-driven instructional cycle.