

Lila K. Brown

Career Objective

To obtain an innovative administrative position to support students, teachers, parents and other school related personnel in the field of exceptional education.

Work Experience

Administrative and Supervisory

November 2019- Present Henry County Schools EXCEL Academy Principal
McDonough, GA

- Supervises teachers, administrators, and support staff for a 6-12 Alternative School setting.
- Builds a common vision and executes a strategic plan that increases student achievement.
- Drives instructional excellence.
- Builds an environment that fosters collaboration and continuous improvement.
- Builds a talented, aligned team focused on student achievement.
- Manages school financial, physical and personnel resources to support optimal instruction.
- Serves as the school's advocate and regularly communicates with all stakeholders.
- Manages diverse opinions, ideologies, and expertise to achievement school vision and objectives.

July 2018-November 2019 DeKalb County School District Shadow Rock Center Coordinator III
Stone Mountain, GA

- Supervises special education teachers and support staff to ensure safety for all staff and students in the building.
- Develops, implements and monitors building level procedures, practices, and guidelines for special education programs.
- Collaborates and consults with school district staff, building level administrators, school district attorneys and teachers regarding special education rules and procedures for resolutions of issues and concerns regarding students with disabilities in the GNETS program.
- Coordinates procedures to ensure implementation of effective practices to improve achievement for students with disabilities.
- Oversees the instructional programming for students with disabilities at GNETS location.
- Develops, monitors and analyzes results of building level professional learning and in-service training for staff.
- Positive Behavior Intervention and Supports (PBIS) Operational Status for 2018-2019.
- 5% Student achievement growth as measured by MAP and informal assessments.

January 2018-July 2018 DeKalb County School District Exceptional Education Coordinator II
Stone Mountain, GA

- Monitors data and provides documentation of evidence for the State Performance Indicators and Student Success Improvement Plan.
- Facilitates and develops professional development trainings at the department and District levels for teachers and administrative staff.
- Participates in school based audits to monitor instructional and compliance initiatives.
- Assists cluster coordinators for middle and high schools in attending compliance meetings.

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2015- 2018 Fulton County Schools Campbell Elementary Assistant Principal
Fairburn, GA

- Assists the principal by managing school financial, physical, and personnel resources to support instruction.
- Participates in the supervision and evaluation of professional and classified personnel.
- Serves as the school's test coordinator for informal and formal standardized assessments.
- Monitors discipline data for the school and the implementation of PBIS initiatives.
- Provides coaching and feedback through professional development to support teachers at all learning levels.
- Manages the master schedule at the elementary level for all grade levels.
- Conducts monthly evaluations of emergency drills and protocols.
- Georgia Milestones 2016 testing data indicates at least 50% of students met/exceeded in English/language arts and Math for our 3rd and 5th grades.
- Discipline data for student referrals have decreased by 15% and Out of School Suspension data have decreased approximately 50% for the 2016-2017 school year.
- CCRPI Climate Score from rating of 2 (2016) to 4 (2017)
- Performs routine administrative duties as assigned by the Principal.

2014-2015 Dekalb County School District Diverse Learners' Services Lead Teacher
Stone Mountain, GA

- Instructional and compliance related support for special education programs in the charter school setting.
- Conducts eligibility determinations for students referred and identified for the special education program.
- Facilitates professional development trainings for general and special education teachers.
- Conducts formal and informal observations for general and special educators.
- Assists administrative teams with special education scheduling and allocations.
- Assists testing coordinators with accommodations and modifications for statewide and district wide assessments.

2013-2014 Fulton County Schools Services for Exceptional Children Coordinator
Hapeville, GA

- Coordinates all instructional aspects of curriculum and instruction for students with disabilities at the school level.
- Participates in the supervision of curriculum and instruction for students with disabilities to ensure Federal, State and district policies are being met.
- Assists in organizing and conducting professional development training for teachers, staff, instructional support teachers and administrators.
- Participates with administrative teams to develop and implement the strategic plan including identifying initiatives, setting benchmarks, and data collection.
- Provides support to instructional support teachers, special education teachers and administrators to determine the needs of students with disabilities.
- Assists in conducting program evaluations in schools and making recommendations for program improvement.
- Promotes communication through local school visits in-service meetings and professional learning opportunities.
- Assists in the coordination of mediations, early resolution sessions and hearings.
- Makes recommendations and participates in the Department's budget process.

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2012-2013 Fulton County Schools Northeast Learning Community SEC Program Specialist
Alpharetta, GA

- Provided instructional and compliance support for the Northeast Learning Community for the exceptional education program.
- Responsible for assisting the Area Superintendent in the development and implementation of effective K-12 standards based instructional practices.
- Facilitated professional development activities for local school based staff for the Northeast Learning Community, Academics and the SEC department.
- Served as a liaison for the Division of Academics, Teacher Quality and Services for Exceptional Children to maximize teacher effectiveness in the areas of curriculum, instruction and assessment.
- Addressed stakeholders' concerns at the school and district level for students with disabilities.
- Identified and supported teachers with differentiation and specialized strategies to meet the needs of exceptional education students.
- Monitored and analyzed local and state-wide data to provide specific support to schools in the Northeast Learning Community.
- 2008-2012 Dekalb County School District Support Services Lead Teacher for Special Education Stone Mountain, GA
- Served as chairperson for Student Support Team and 504 meetings in the residential hospital setting.
- Collaborated with teachers, district and state level administrators to identify effective instructional and behavioral strategies to improve student achievement.
- Monitored progress for students including high impact special education students for all grade levels.
- Chairperson for initial eligibility and re-determination meetings
- Monitored student discipline needs and suspension rates for the special education program.
- Conducted observations for teachers, students and special education programs.
- Responsible for monitoring timelines, class sizes for the special education department and FTE data.
- Assisted the building test coordinator with student accommodations and modifications for state and system-wide assessments.
- Developed and monitored Individualized Education Plans for all grade level programs.
- Monitored academic progress for informal and formal assessments such as the Georgia Alternate Assessment and CRCT-M.
- Provided professional development support for teachers in the special and general education settings.
- Facilitated high profile IEP meetings with advocates and attorneys for the residential and public school settings.

Teaching Experience

2008-2017 DeVry University Online Instructional Delivery
Adjunct Professor (Part-time)

- Provides instruction within the higher education setting.
- Supports and monitors at-risk students and provides strategies to meet individual needs.
- Facilitates curriculum planning for Critical Thinking and History programs.

2003-2008 Dekalb County School District Stone Mountain, GA Stephenson Middle School
Interrelated Special Education Teacher

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- Provided specialized instruction in the areas of language arts and social studies for middle school level special education students in the resource and inclusion settings.
- Team leader for eighth grade special education department.
- Chaired Individualized Education Plan meetings and re-determination of eligibility for students.
- Responsible for monitoring the coding process for standardized and school-wide assessments.
- Assisted with professional development for school staff and the Consolidated School Improvement Plan (CSIP).

2002-2003 Dekalb County School District Stone Mountain, GA Academy of Lithonia
General Education Teacher

- Provided language arts curriculum based on Georgia Standards in general education setting.
- Aligned language arts standards with school entrepreneurial program for grades 4th-6th.
- Served as the student council staff representative for student program.

Education

- 2011–Present Capella University Minneapolis, MN
- Ph.D. Special Education Leadership
- 2008-2010 Capella University Minneapolis, MN
- Ed. S. Educational Leadership
- 2006-2008 Capella University Minneapolis, MN
- MS Educational Leadership
- 2003-2005 University of Georgia Athens, GA
- Interrelated Certification Program
- 1995-1999 Valdosta State University Valdosta, GA
- BFA Speech Communication

Training and Activities

- DeVry University Courses (COLL148 Critical Thinking and Problem Solving, HUMN410 Contemporary History and HIST405 US History).
- Professional Learning Liaison 2007-2008
- Consolidated School Improvement Plan (CSIP) Facilitator 2007-2008.
- Teacher of the Month (Feb 2007).
- In-House Technology Expert (Stephenson Middle School, 2007-2008).
- Better Seeking Team Member (2007-2008).
- Trained Mediator in Special Education (2008).
- Georgia Perimeter College Presentation: *Emotional and Behavior Disorders* (2012).
- Teacher Keys Effectiveness System certification (2012).
- School Quality Reviewer (Fulton County Schools (2013).
- Northeast Learning Community Principals' Presentation: *LRE and the Preferred Co-Teaching Models* (Fulton County Schools, 2013).
- Fulton County Co-Presenter: *Literacy Across Content Areas for Middle School* (2013).
- Professional Keys Evaluator Training (PKES), 2013.
- Fulton County Co-Presenter: *Proactive Discipline Practices*, 2014
- Fulton County Presenter: *Georgia Alternate Assessment*, 2014
- Leader Keys Effectiveness System certification (2015)
- Positive Behavior Interventions & Support State Training (2016)
- Mindset (2018)

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- COGNIA (2021-2022)

Organizations

- Member, Georgia Council of Administrators in Special Education (GCASE), 2012- present.
- Member, Council for Exceptional Children (CEC), 2012-present.
- Member, Council for Learning Disabilities, 2003-present.
- Member, Georgia Association of Educators, 2003-present.
- Member, Administrative Assistant (ADA), Stephenson Middle School, 2004-2006.
- Member, Pi Lambda Theta (International Honor Society), 2004-present.

References: Available upon request