

Melissa E. Miles, M.Ed.
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Education

Winthrop University, Rock Hill, SC (Graduated with honors Dec. 2005)

Master of Middle Level Education

- Concentration in Language Arts and Reading Education
- Recipient of four academic and need based scholarships
- 4.0 GPA

Appalachian State University, Boone, NC (Graduated with honors May 1999)

BS in Middle Level Education, Language Arts and Science

- North Carolina Teaching Fellow

Certifications

- National Board Certification in Early Adolescence/ Language Arts
- Schools Attuned
- CollegeBoard/ SpringBoard Trainer
- Certified site team visitor for National Forum to Accelerate Middle Grades Reform "Schools to Watch" award

Publications

- Blackburn, B. & Miles, M. (est. 2019). *Rigor in the K-5 language arts and social studies classroom: A toolkit for teachers*. New York: Routledge.
- Blackburn, B. & Miles, M. (est. 2019). *Rigor in the 6-12 language arts and social studies classroom: A toolkit for teachers*. New York: Routledge.

Teaching

Carmel Christian School

7th grade English Language Arts Teacher (2015-present)

- Design innovative curriculum which utilizes best practices in integrating reading and writing skills
- Substantially increased standardized writing test scores in second year of implementation
- Working with colleagues to establish strong vertical alignment through common literacy practices

Charlotte Country Day School

Director of the Educational Resource Program (2008-2013)

- Interpret psychoeducational evaluations from psychologists and determine accommodations needed in the classroom to address student weaknesses.
- Monitor classroom teachers to ensure that accommodations are being given as documented.
- Assist teachers with planning and modifying classroom assessments as needed.
- Plan and implement professional development for our faculty on learning disabilities, processing deficits, and attention deficit hyperactivity disorder.
- Direct and supervise the tutoring lab with seven full time tutors (i.e. hiring qualified educators, evaluating tutor performance, scheduling students, managing the

department budget, overseeing payroll, and providing professional development to our tutors).

- Administer the Woodcock Johnson Test of Achievement to students with suspected learning difficulties, interpret results for teachers and parents, and determine if further evaluation is needed.
- Lead meetings with psychologists, teaching teams, and parents to advocate for the student.
- Plan and conduct one on one meetings with 7th and 8th grade students to demystify their learning disabilities and teach them how to be proactive advocates for themselves by utilizing accommodations and being cognizant of their learning styles.
- Serve on Academic Council to determine direction of professional development and long-term vision of CCDS middle school.
- Attend workshops on best practices in developing standards, criterion grading and balanced assessment (most recently with Kay Burke in Boston).

Language Arts and American History Teacher—5th grade (2006-2008)

- Collaborated with other teachers in the department to integrate American History and language arts curriculum through novel studies and multiple intelligence projects.
- Utilized technology in the classroom by designing lessons for SmartBoard and student projects using software such as Inspiration, Audacity, and MovieMaker.
- Served as the chair of a grammar committee to create vertical alignment of grammar skills 5th-8th grade.
- Taught my teaching team to implement literacy skills in the classroom (i.e. reader's workshop, writer's workshop, literature circles, reader's theater, Socratic seminars, word walls, reading guides, etc...).

Charlotte Mecklenburg Schools, Jay M. Robinson Middle School (1999 – 2006)

Language Arts Teacher—6th and 8th grade

- Co-wrote the Accelerated Addendum for CMS 6th grade pacing guide
- Assisted in application process to become a "School to Watch"
- Worked to align CMS quarterly exams with NC End of Grade tests
- Worked with inclusion teachers to assist special needs children
- Helped colleagues develop and implement interdisciplinary units
- Taught 6th grade science for two years

Consulting

Barbara Blackburn Consulting (2005 – current)

Research Assistant and Presenter

- Completed research for Dr. Barbara Blackburn's books: *Classroom Motivation from A to Z*, *Classroom Instruction from A to Z*, and *Rigor is Not a Four-Letter Word*
- Co-wrote the study guides and created the bibliographies
- Collected and compiled annotated lists of resources for educators of all levels
- Developed sample activities and lesson plan templates published in the book
- Workshop presenter

CollegeBoard (2005 – current)

Springboard Curriculum Trainer

- Designed Flexible Novel Unit Mini-Lessons in 2017 for middle school teachers to supplement national curriculum
- Served on a review team for the SB 2014 edition by analyzing the text complexity of prose excerpts through evaluation of the quantitative, qualitative, and reader task/grade band components of each text.
- Certified National Scorer for writing in norming student essays for automated software feedback via Revision Assistant.
- Trained groups of teachers nationwide to implement the SpringBoard program: a literacy program designed around CollegeBoard standards integrating current and classic literature, vocabulary studies, media literacy, various modes of writing, listening and speaking skills, and authentic opportunities to teach grammar.
- Selected to serve on an advanced team to norm and score student work for future automated essay-scoring and feedback technology.
- Demonstrated the Understanding By Design concept to teachers by helping them “unpack” assessments with students to determine the skills and knowledge required to be proficient at the beginning of a unit.
- Presented best practices in differentiation, oral literacy, authentic assessment, and reading/ writing education.

Selected Presentations

- June 2017. *SpringBoard Initial Teacher Institute*. Detroit Public Schools - Detroit, Michigan.
- November 2016. *Rigor is Not a Four Letter Word*. Morgan County Schools, Missouri
- July 2016. *SpringBoard Quickstart*. Hardee County Public School -Hardee County, FL.
- January 2016. *Rigor Made Easy*, Killeen Independent School District, Texas.
- May 2015. *Initial Teacher Institute for HS/MS*. Cincinnati Public Schools. Cincinnati, OH
- September 2015. *Classroom Motivation from A to Z*. Cliffdale Elementary School, Fayetteville, NC
- May 2014. *Advanced ELA Teacher Institute for MS/ HS*. Waipahu Public Schools – Honolulu, HI
- October 2014. *Differentiation In the ELA classroom*. Carlsbad Municipal School – Carlsbad, NM
- November 2013. *Initial Teacher Institute for HS/MS*. Cleveland Metro Schools – Cleveland, OH
- Presented at state and national conferences for National Middle School Association