Melissa Bueno Hamilton

melissabueno.info

3561 West Dry Ridge Cove, South Jordan * 801-834-1798 * melissa.bueno.hamilton@gmail.com

EDUCATION

Current	Education Specialist Degree (Doctor of Education)	University of Virginia
2024	CAPM- Certified Associate in Project Management	Project Mngmt Institute
2025	CTE Endorsement	USBE
2022	Instructional Coaching Endorsement	USBE
2001	Administrative Certification, Educational Leadership & Policy	University of Utah
	Outstanding Graduate Student, Commencement speaker for College of Education	
1998	ESL Endorsement	Weber State
1994	Graduate Cum Laude	Utah State University

PROFESSIONAL EXPERIENCE

Current ***Engineering, Advanced Manufacturing, Robotics Lead Teacher***
Responsible for: curriculum and lesson planning for CCA, classroom management, PBIS, assessment and data tracking and improvement, team collaboration, technology integration

2024-2017 ***Director of Elementary Teaching and Learning, Director of Technology, Director of Title I, Data Privacy Manager***
Responsible for: curriculum director for elementary: English Language Arts, Math, Science, Social Studies. Supervisor for Elementary Instructional Coaches and Elementary Principals, Early Learning, Kindergarten, Gifted and Talented, leadership mentor, Data Privacy compliance for all software and technology, Data Governance Plan for the District

2024-2017 ***Chair & Member*, Northern Utah Curriculum Consortium**
Responsible for organizing and executing NUCC's annual conference and implementing the initiatives of NUCC at a regional level.

Current - 2014 ***Adjunct Professor*, University of Utah** (2014-19) and **Southern Utah University**
Responsible for: program development of Instructional Leadership course, school leadership and collaborative decision making. Serve as mentor for aspiring principals. Instructional Coaching

2017-2015 ***Principal*, Viewmont Elementary**
Responsible for: instructional leadership, professional development, intervention implementation, leading a school from a C grade to an A grade in a single year, serve on multiple committees: Technology Committee, District Leadership Team

2015-2011 ***Principal*, Spring Creek Elementary**
Responsible for: instructional leadership, intervention implementation, ensure compliance with Title I and ESL guidelines, leading a school in the 13%ile to improve their practice to meet the needs of ELL and SpEd populations, formative and summative evaluations. Attended University of Virginia Principal Leadership

2011-2006 ***Principal*, Bruin Point Elementary**, ***Alternative Language Services Director*** Responsible for: instructional leadership, implementation of several grant programs including Title I, Title III, Reading First, Math Improvement Grant. Bruin Point was a failing school with test scores in the mid 40% on CRTs. Made 93% proficiency in language arts and math at most grade levels

2010-2001 ***Co-Chair*, Carbon County Healthy Families Coalition**
Grassroots organization designed to get local community agencies cooperating together to best serve the needs and interests of children and families in the Carbon County area. CCHFC has sponsored family events on at least a quarterly basis. In the work of CCHFC, a model for prevention for targeting at risk youth and their families has been established. It has now become a model for the entire state within the Department of Children and Family Services

2006-2001 ***Assistant Principal*, Carbon High School**

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PROFESSIONAL TRAINING/CONFERENCE PRESENTER

Presenter, Educational Equity, Equity in Computer Science, Girls Who Code
Presenter, Multiple Computer Science Conferences
Presenter, Title I, Utah State Legislature Education Taskforce, Jordan District, Granite District
Participant, Comprehensive Math Instruction, Title I Principals Leadership Academy, USOE
Principals Literacy, Math and Science Academy Attended various Solution Tree Conferences
SIOP I and II Training for English Language Learners, Trainer of Trainers for UALPA, SIOP I and II
Multiple Reading First initiatives
Presenter, Utah School Counselor Association, Utah Law Association, special education law and NCLB implications
Presenter, Rocky Mtn./Great Plains Regional Social Studies Conference, Integrated
Curriculum Presenter, Regional Educational Equity Conference, Utah Studies Hispanic
Curriculum Presenter, Utah Council for Social Studies, Social Studies, Character Ed.
Integrated Curriculum Presenter, Library Media Core Curriculum (Big Six)
Utah Urban Schools Conference on Comprehensive School Reform
Northern Utah Curriculum Consortium focusing on Middle School Philosophy
Violence in the Schools Conference sponsored by Division of Comprehensive Emergency Management

AWARDS & RECOGNITION

2025	Teacher of the Year, Butler Middle School, Canyons School District
2020	Women in Technology Council, *Educational Innovator Award*
2016	USOE, *National Distinguished Schools Award, Title I-Spring Creek Elementary*
2015	USOE, *Title I Closing the Achievement Gap, High Performing Schools*
2012	USOE, *National Distinguished Schools Award, Title I-Bruin Point Elementary*
2011	*Administrator of the Year*, Carbon School District
2010	USOE, *Title I Closing the Achievement Gap, High Performing Schools*
2009	USOE, *Title I Closing the Achievement Gap*
2007	Community Partner of the Year through DCFS
2001	Commencement Address, University of Utah College of Education
1994	Nominated, Drake *Outstanding Student Teacher Award*, Utah State University
1997	*Child Advocate of the Year* Award, Ogden City School District

PHILOSOPHY OF ADMINISTRATION

My philosophy of administration is demanding—administrators play a vital role in education today. I believe that an administrator's first and foremost responsibility is to be well informed by collaborating with school district personnel and community service agencies to share information and guide initiatives that place children and families at the top of their agenda. An administrator must be dedicated, committed not only to working hard but also to working smart. An administrator must be visionary, able to set goals and standards and clearly communicate those goals and standards to all those involved in the education process. As administrators, we must have the students at the center of our focus. We must be advocates for children and provide an environment where students can excel. We must develop a team approach (students, families, teachers, and community partners) to learning. An administrator must be an example of professionalism, by attending workshops and seminars to be kept abreast of current educational pedagogy in all areas that affect children and families. We must establish an atmosphere of trust and mutual respect; we must listen to others, glean from them, and share with them. An administrator must not only support but also empower families and schools, set a climate of cooperation, and be actively involved in all aspects of legal regulations and evaluation procedures to ensure a program is delivering the services families need.

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Professional References

Dr. Jennifer Throndsen
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Utah State Board of Education
801-518-1213
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Curriculum Directors from Northern Utah Districts: Weber, Cache, Box Elder, Park City, Logan, Ogden, Tooele, Davis, Morgan, Rich, Jordan, Juab
Lead Contact
Brittany Foster, Cache School District
brittany.foster@ccsdut.org
435-754-9955

Mrs. Marci Houseman, Sandy City Council
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Mr. Scott Wihongi, Assistant Superintendent
Mrs. Robin Williams, Director
Mr. Darren Dean, Human Resources
Murray City School District
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Mr. Bryan Rudes, Principal
Mrs. Genny Poll, Assistant Principal
Butler Middle School, Canyons SD
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Mrs. Kristina Yamada, CTE Specialist
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Todd Call, Director of Strategic Initiatives
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