

# THOMAS G. BROWN

110 East Elm, Box 138  
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## EDUCATION

**Master of Science in School Administration**, May 2013  
Fort Hays State University, Hays, KS

**Bachelor of Science in Industrial Arts**, May 2000  
Fort Hays State University, Hays, KS

## EXPERIENCE

**Superintendent/Elementary Principal**, 2010-Present  
USD 331, Kingman, KS

**Principal (7-12)**, 2007-2009  
USD 267, Andale, KS

**Cooperative Education Instructor/Coordinator**, 2002-2009  
USD 379, Clay Center, KS

**Industrial Arts Instructor**, 2000-2002  
USD 246, Arma, KS

## ACCOMPLISHMENTS

### Curriculum

- Wrote a grant proposal for development of an Industrial Arts curriculum project.
- Authored curriculum in the areas of leadership and job acquisition skills for State Department of Vocational Education.
- Organized and coordinated the development of a curriculum guide for K-12.
- Implemented the development of new curriculums in computer literacy, science, language arts, library science, and art.

### Staff Development

- Authored and developed a teacher evaluation process and plans of assistance designed to assist teachers in professional development.
- Initiated and supervised the development of a district in-service plan.
- Developed a teacher's handbook covering all school operations.
- Extensive experience with negotiations; served as chief negotiator for a district.

### Administration

- Comprehensive experience in operations of activity fund.
- Promoted adult education classes and college credit courses.
- Researched and developed job descriptions for all district employment positions.
- Experience in purchasing, maintenance, and operation of transportation system.

Student Development

- Developed community awareness program including school newsletter, athletic newsletter, calendar, and school newspaper.
- Promoted student recognition program for academic and extracurricular activities.
- Developed library of behavior modification packets for students having behavior problems in grades seven through twelve.
- Coordinated the implementation of league scholarship test involving over 80% of student body.
- Initiated the addition of football to extracurricular activities.
- Promoted establishment of league quiz bowl tournament.

PROFESSIONAL AFFILIATIONS

United School Administrators (USA)  
Kansas Association of School Administrators (KASA)  
American Association of School Administrators (AASA)  
National Association of Secondary School Principals (NASSP)  
National Association of Elementary School Principals (NAESP)  
Kansas Association of Educational Negotiators (KAEN)  
Phi Delta Kappa

COMMUNITY ACTIVITIES

Lions Club, Volunteer Fire Department, Mirza Shrine Temple, Rotary Club, Knights of Columbus

REFERENCES

Available upon request.