



Mayor of Providence

Brett P. Smiley

January 14, 2025

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 701 of the Providence Home Rule Charter of 1980, as amended and Public Law, Chapter 45-50, Sections 1 through 31 passed in 1987, I am this day appointing Melissa Hughes of 137 Elton Street., Providence, RI 02906, as the Region 1 member of the Providence School Board for a term to expire on January 1, 2026, and respectfully submit the same for your approval.

Sincerely,

A handwritten signature in blue ink that reads "Brett P. Smiley".

Brett P. Smiley  
Mayor

IN CITY COUNCIL  
FEB 06 2025

READ  
WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED AND APPROVED  
A handwritten signature in blue ink that reads "Tina L. Mastrosimone".

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# Melissa Hughes

137 Elton Street  
Providence, RI 02906  
melissashughes@gmail.com

## CURRENT BOARD and COMMITTEE WORK

**Providence School Board, Providence, RI** - *Member, Secretary, and Policy Committee Chair* February 2024 - PRESENT

- **Secretary:** assist Board President and Vice President in planning agenda for and carrying out School Board meetings as needed; record votes and actions during Executive Sessions of the Board; participate in regular Board leadership team meetings with local and state entities such as Providence School District leaders (including Superintendent), Rhode Island Department of Education leaders (including Commissioner of Education), and Mayor of Providence
- **Policy Committee Chairperson:** collaborate with Providence School District leadership including cabinet members across various departments (including but not limited to: Equity and Belonging, Academics, Family and Community Engagement, and Student Supports) to review and revise existing policies (or propose new policies) to meet community needs and ensure all PPSD policies are aligned with state and local requirements and Turnaround Action Plan vision and goals; prepare agenda for and facilitate all meetings of the Providence School Board Policy Committee; articulate Policy Committee's recommendations for policy adoption to Board members during full School Board meetings. School Board Policies revised/adopted since February 2024 include: Parent Involvement Policy; Graduation Policy; Suicide Prevention, Response, and Recovery Policy; Reflection and Prayer Accommodation Policy; and School Closure Policy
- **School Board collaboration and communication designee** to RIDE's Stakeholder Collaboration Working Group (first convened November 2024): participate in series of interactive meetings with City of Providence, RIDE, and PPSD leaders to begin to plan for successful transition of Providence Schools to local control

**Providence School Building Committee, Providence, RI** - *Parent Representative*  
October 2020 - PRESENT

- Monitor progress of Capital Plan improvements to Providence Public School buildings, recommend future improvements aligned with academic and other community designed Turnaround Action Plan goals, and carry out other duties as described in RI Department of Education School Construction regulations
- Elevate parent and family perspective in committee discussions and assist in providing ongoing opportunities for public input and feedback for each school project and the overall district plan

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## CURRENT COMMUNITY ORGANIZATION AFFILIATIONS

**Parents Leading for Educational Equity (PLEE), Providence, RI** - *Parent Leader*

September 2019 - PRESENT

**Grace Episcopal Church, Providence, RI** - *member and volunteer* June 2017 - PRESENT

## PRIOR EXPERIENCE

**Parent Advisory Council (PAC), Providence Public Schools, Providence, RI**

*Secretary/Co-Secretary* September 2022 - January 2024, *Middle School Level Leader* September 2021 - June 2022, *Co-Chair* September 2018 - June 2021, *PAC representative for Classical High School* September 2022 - January 2024, *Nathan Bishop Middle School* September 2019 - January 2024, and *Vartan Gregorian Elementary School* September 2017 - June 2021

**Classical High School Community Association (CHSCA), Providence, RI** - *Board*

*Secretary* September 2023 - January 2024

**Nathan Bishop Parent Teacher Organization (PTO), Providence, RI** - *Board*

*member* September 2019 - January 2024

**Vartan Gregorian Parent Teacher Organization (PTO), Providence, RI** - *President*

September 2019 - November 2020, *Secretary* September 2018 - June 2019, *Vice President* September 2017 - June 2018, *Co-President* September 2015 - June 2017, *Fundraising Co-chair* September 2014 - June 2015

**Child's Play Cooperative Preschool, Providence, RI** - *Co-President* June 2012 - June

2014, *Secretary* June 2014 - June 2015, *Long Range Planning Committee member*, September 2011 - June 2012

**McGuire Woods LLP, Washington, DC** - *Senior Paralegal* February 2004 - December

2006, *Paralegal* September 2000 - August 2002

**Foley Hoag LLP, Boston, MA** - *Paralegal* October 2002 - August 2003

**Central Virginia Legal Aid Society, Richmond, VA** - *Paralegal (Jesuit Volunteer*

*Corp)* September 1999 - August 2000

**Living in New Community (LINC), Kansas City, MO** - *Family Program Coordinator*

*(Jesuit Volunteer Corp)* September 1998 - August 1999

## EDUCATION

**Boston College, Chestnut Hill, MA** - *English, 1998*

**Trinity College, Dublin, Ireland** - *visiting student, 1996-1997*

**Notre Dame Catholic High School, Fairfield, CT** - *1994*