

July 30, 2017

City School District of Albany Board of Education
1 Academy Park
Albany NY 12207

To the Board of Education,

After learning of the vacant school board position, I am writing to express my interest in fulfilling that role. I am the third born, of six children to immigrant parents. As a first generation American, my family put an emphasis on education, grades, reading, but also pride in our culture and history as a person of color. I attended St. Casimir's Regional School located in Sheridan Hollow from grades kindergarten through eighth grade, and then proceeded to attend Albany High School. Those were the formative years in my lifelong commitment to community service, community engagement and the philosophy of being a continuous learner. Following high school, I graduated from the SUNY College at Brockport with a B.S. in Anthropology. I returned to my city with the determination to not only build my resume, but embark on making an impact in my community. My personal mission is to be of service and to lend my talents and resources to create a more equitable, inclusive society. Currently, I work for the NYS Office of Temporary Disability Assistance in Child Support Services, where we oversee a range of the State's most important programs for its low-income residents. Our aim is to support New York families to self-sufficiency. The population we serve tends to be our State's most vulnerable and needy and it requires collaboration, communication and creativity to meet our goals and ensure they are served properly. I am honored to have this role and enjoy positively impacting the lives of the parents, guardians and children of New York State.

The qualities I possess that support my ability to fulfill the duties include leadership and execution. I often assume leadership positions due to being well-organized, and detail oriented I also possess a willingness to commit time and energy to the many projects and causes I champion. I am no stranger to the role of coordinator of projects and groups. I am always eager to assemble or be a part of a multidisciplinary team, which allows us to triangulate many issues or problems we encounter. This commitment to work collaboratively will prove useful as I feel community investment and interest in our school district is essential to our success. One such example, I was fortunate to recently be a participant in the Community Engagement Team, which led me to assist coordinating a "School Community Engagement" event for Albany High School.

Another asset is being a millennial, which studies say is the emerging largest population group second only to baby-boomers. I feel the long-term implications of my cohort's participation will have an impact on school board budgets and much more. We must keep this group active, informed and engaged.

Education remains the cornerstone of our society and the primary vehicle for children to escape poverty, become socialized and learn the shared values of our society. As citizens, we have a personal investment in the success of future generations. The education our students receive is integral to the economic viability and financial stability of our city. In my view, recession-proofing begins in the classroom. We are uniquely situated in a metropolitan region that affords many opportunities for economic development and the preparedness for our students to lead, and innovate is paramount.

It is no small undertaking to assume the responsibility of overseeing and managing the education of our community's youth. I have done a significant amount of research, began attending school board meetings where possible and have sought the guidance and input of my mentors and professional network. Words such as crisis, emergency and disaster are often thrown into discussions of education. My motto is that problems are opportunities, opportunities to review, reflect and revise our strategy where possible. I do not want to assert that I have the answers, but I indeed have a willingness to seek out the solutions.

In closing, I would appreciate an opportunity to elaborate in person and would like to meet with the board at the meeting designated for August 30th.

Thank you for your time and consideration. I look forward to your decision about this exciting opportunity.

Sincerely,

Tabetha N. Wilson

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PROFESSIONAL EXPERIENCE

NYS OTDA, Child Support Specialist 1, 01/2015-Present

Bureau of Program Operations

- Assist with oversight of performance and provide technical assistance to all counties and local social service districts

Special Collections Unit

- Responsible for the application of funds collected resulting from the intercept of taxes, lottery, and passport denial.

Projects

- Developed table and prototype for tracking and collecting data on inquiries from local social services districts
- Revised manner Passport calls were taken and developed log for tracking
- Participating in Governor's LEAN Initiative
- Participated in multidisciplinary work group to address increase in complaints
 - Developed objective, goals, target dates, measurement
 - Proposed survey of activities to identify trends and moderated conference calls with social service districts
 - Conducted research and data analysis on performance and prepared presentation of results

CSC, EMEDNY Provider Solutions Department, 09/2013-12/2015

Provider Outreach Representative, Professional Trainer

- Assisted with provider training
 - Webinars (computer based training); seminars (instructor led training) and conducted "onsite" training in person, at the provider location
- Developed training courses, learning resources and presentation materials
- Resolution of provider requests for training or troubleshooting tickets
- Attended conferences and association meetings as a liaison for eMedNY
- Aided in training call center representative to ensure consistency and development of new programs to eMedNY contract

CSC, EMEDNY Provider Financial Research Department, 12/2013-09/2013

Research Unit Specialist, Knowledge Transfer

- Temporary project to aid in documenting procedures and policies of Financial Research Department
- Created training manual and resources for new hires
- Trained new hires in department

CSC, NC TRACK Operations Center Project, 05/2012-09/2013

Trainer, Project Member

- Assisted with the planning and implementation of surge call center in Rensselaer
- Conducted, with CSC State Help Desk Trainers, two-week training course for customer service representatives navigation and operation of new claims management system for NC Medicaid
- Training delivered via presentation and intensive hands also contributed additional lesson plans, developed handouts, training materials and exercises
- Occupied management and supervisory roles for training class

Education and Training

NYSED Office of Nonpublic Schools Albany, NY 01/2006 - 05/2006

Intern

- Assisted with the management of programs concerning nonpublic schools; chartering and incorporation procedures; and the administration of related rules, regulations and laws concerning 5000+ nonpublic schools and education organizations.
- Handled vast majority of department's calls, along with some emails and correspondence from the public, legislators, public and nonpublic school personnel, media representatives, etc.
- Served as Planner for 22nd Nonpublic School Administrator Conference, in addition to an Informational Meeting for Foreign Developers of British International School in New York

SUNY COLLEGE AT BROCKPORT Brockport, NY 2006

Earned B.S. ANTHROPOLOGY

- Papers presented at Two NEAA Northeast Anthropological Society Conferences
- Assisted Professor with writing the preface of Anthropological work
- Independent Study Internship (Action for A Better Community) then hired for assistance with their Summer program.

Training: Relevant Coursework: Criminal Justice; Psychology; Sociology; English Composition; Research Methods; Ethics

Volunteer Experience, Significant Accomplishments, and Causes

Grand Street Community Arts Center and WCAA-LP 107.3 July 2017 to Present

Volunteer,
Coordinating fundraising efforts and assisting with events and media.

New Leaders Council 2017 Fellowship Institute January – June 2017

Fellow,
Participated in Fellowship Institute, a leadership development program for progressive young professionals across the country. NLC faculty and associated professionals teach institute weekends - experts in fundraising, new media, communication strategy, campaign management, policy, and more. The Institute trains fellows in the skills needed to run for public office, start a non-profit, or launch a business. Completed CAPSTONE and was instrumental in Annual Fellows Fundraiser exceeding \$10,000 fundraising goal.

NYSABPRL Caucus Inc, - Youth Summit February 2017

Co-coordinator/Co-Facilitator
Developed Program and Coordinated Events for Youth Summit

Get Out the Vote (GOTV) Effort, Sponsored by New York State United Teachers (NYSUT) and Coalition of Black Trade Unions (CBTU) November 2016

Volunteer
Door to Door Canvassing to encourage voting and schedule rides for people to polls

Political Myth busters October 2016

Coordinator
Community Forum to educate public with a concentration on communities with low voter turnout

NYS Dental Foundation (NYSDF)/NYS Dental Association (NYSDA) Mission of Mercy July 2014

Data Entry, Patient Escort
Volunteer at free two-day dental clinic to provide oral health services and education to people who, for many reasons, lack access to dental care

CITIZEN ACTION of New York 2009-2010

Volunteer
Worked on early stages of health care reform, community events, and planned a news conference

Action for A Better Community Inc, ABC (Community Building in Action) Rochester, NY 09/2004 – 08/2005

Intern, Employee

- Engaged and supported neighborhood organizations and block groups throughout Rochester
- Provided training and services, to people in poverty
- Participated in initiative to check homes for lead