

George Latimer
County Executive

WHEREAS, a vacancy exists in the membership of the Westchester County African American Advisory Board:

NOW, THEREFORE, I, George Latimer, County Executive of Westchester County, in accordance with the terms and provisions of the Westchester County Charter, appoint Kenyetta Hopkins, 23 South 9th Avenue, 2nd Floor, Mount Vernon, New York as a member of the Westchester County African American Advisory Board, for the term June 1, 2021 to December 31, 2022.

Given under my hand
and seal this 1st day
of June, 2021.


George Latimer
County Executive

Office of the County Executive

Michaelian Office Building
148 Martine Avenue
White Plains, New York 10601

Email: CE@westchestergov.com
Telephone: (914)995-2900

westchestergov.com

George Latimer
County Executive

June 1, 2021

Ms. Kenyetta Hopkins
23 South 9th Avenue, 2nd Floor
Mount Vernon, NY 10550

Dear Ms. Hopkins,

It is my pleasure to appoint you to serve as a member of the Westchester County African American Advisory Board, effective today, Tuesday, June 1, 2021, pursuant to the Laws of Westchester County §277.421. This appointment is for a term to expire on December 31, 2022.

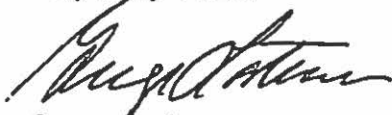
Your appointment is subject to confirmation by the Westchester County Board of Legislators, but your service begins immediately. You must complete the attached Oath of Office and file it with the County Clerk prior to the next African American Advisory Board meeting, and provide this office with a copy within 30 days. Please contact Paula Friedman at (914) 995-2940 for the date, place, and time of the African American Advisory Board's upcoming meeting for your participation.

When you have filed your Oath of Office, a Resolution to confirm your appointment will be submitted to the County Board of Legislators. As part of the confirmation process, you may be called before the Board to be interviewed.

Pursuant to Local Law, as a member of a Westchester County Board and/or Commission, you are responsible for adhering to the requirements of our Code of Ethics, which includes the annual filing of a financial disclosure statement with the County Board of Ethics. A financial disclosure form is attached.

Warmest wishes for a successful tenure.

Very Truly Yours,



George Latimer
Westchester County Executive

GL/wm

cc: Honorable Board of Legislators
Joan McDonald, Director of Operations

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Kenyetta M. Hopkins

Educational Leadership & Administration

An ambitious, and committed educator seeking the opportunity to bolster academic excellence, social, emotional and physical well-being for all scholars while maintaining high academic expectations, building respectful and purposeful relationships with families and the community.



WORK HISTORY

Acting Assistant Principal
Mount Vernon City School District

2019 to Present
Mount Vernon, NY

- **Key Contributor** of the School Comprehensive Education Team (SCEP).
- **Central Member** of the COMPACT hiring committee for the school district.
- **Lead Teacher** for the widely successful *Academic Power Hour* program.
- Responsible for a faculty of approximately 63 teachers, 3 substitutes, and support personnel, including direct mentorship of employees and the supervision of 507 students.
- Coordinates with the school principal in implementing an instructional philosophy with robust standards, systems, and objectives; designs and implements extra-curricular activities, student events, and after-school/summer academic program enrollment.
- Works shoulder to shoulder with the principal, administrators, and office staff districtwide to maximize learning for students and promote positive student interactions.
- Contributes to K-4 curriculum development and coordinates related support services.
- Codifies and enforces state requirements for student assessment and other data collection.
- Emphasizes the feedback, communication, and involvement of all student parents.
- Engages in wide-ranging operational support functions such as staff selection, budget creation, master schedule planning, and family/community outreach.
- Regularly evaluates the performance of teachers and support staff, documenting official assessment reports in compliance with state and federal regulations.
- Plans and facilitates frequent workshops and training for staff members, as well professional development for non-teaching staff (clerical employees, teacher's aides, teaching assistants) as part of a commitment to longterm, growth-oriented systems.
- Handles disciplinary needs, emphasizing the creation of teachable moments for students.
- Directs and supports school safety initiatives and security plans for the faculty and school community, especially regarding student transportation and district facilities.
- Organizes teacher/lunch monitor supervision schedules governing a variety of designated areas such as school grounds, halls, and the cafeteria during lunch and recess.



CONTACT

🏠 23 South 9th Ave 2nd Floor
Mount Vernon, NY

☎ (914) 912 - 6849

✉ MsKim4690@gmail.com

in [linkedin.com/in/kim-hopkins-ny](https://www.linkedin.com/in/kim-hopkins-ny)



KEY SKILLS

Program & Policy Development
Lesson Plans & Curriculum Development
Student Assessment Programs
Education Data & Trend Analysis
Professional Development
School Safety & Security Protocols
Parent & Community Outreach
SMART Board Training
DASA Workshop
AVID Training | Prezi | iReady
Word | Excel | PowerPoint | Outlook

- **Key Contributor** of the School Comprehensive Education Team (SCEP).
- **Central Member** of the COMPACT hiring committee for the school district.
- **Lead Teacher** for the widely successful *Academic Power Hour* program.

- Responsible for a faculty of approximately 63 teachers, 3 substitutes, and support personnel, including direct mentorship of employees and the supervision of 507 students.
- Coordinates with the school principal in implementing an instructional philosophy with robust standards, systems, and objectives; designs and implements extra-curricular activities, student events, and after-school/summer academic program enrollment.
- Works shoulder to shoulder with the principal, administrators, and office staff districtwide to maximize learning for students and promote positive student interactions.
- Contributes to K-2 curriculum development and coordinates related support services.
- Codifies and enforces state requirements for student assessment and other data collection.
- Emphasizes the feedback, communication, and involvement of all student parents.
- Engages in wide-ranging operational support functions such as staff selection, budget creation, master schedule planning, and family/community outreach.
- Regularly evaluates the performance of teachers and support staff, documenting official assessment reports in compliance with state and federal regulations.
- Plans and facilitates frequent workshops and training for staff members, as well professional development for non-teaching staff (clerical employees, teacher's aides, teaching assistants) as part of a commitment to longterm, growth-oriented systems.
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EDUCATION

(M.S.) Master of Science in
Elementary Education (Grade 1-6)
Mercy College | Dobbs Ferry, NY | 2010

(M.S.) Master of Science in Literacy B-12
Mercy College | Dobbs Ferry, NY | 2012

(M.S.) Master of Science in
School Building Leadership
Mercy College | Dobbs Ferry, NY | 2018



CERTIFICATIONS

Elementary Education 1-6 (2010)

Literacy B – 12 Certification (2012)

School Building Leadership (2018)



AFFILIATIONS

Black Educators Rock New York (2015)

Lower Hudson Council of Administrative
Women in Education (2020)



MEDIA MENTIONS

The Harlem Times, [Teacher Spotlight](#)

Math Specialist
Mount Vernon City School District

2016 to 2019
Mount Vernon, NY

- **Demonstrates exemplary math instructional practice**, possessing a deep understanding of mathematics theory and its practical applications in the classroom.
- Actively collaborates with teachers and coaches to prepare engaging lesson plans, providing differentiating instruction and student interventions based on sequence guides and curriculum outlined by the school district and statewide guidelines.
- Leverages best practices to enhance student results and eliminate achievement gaps.
- Monitors data-driven student progress and delivers focused interventions; evaluates student achievement when recommending placement into intervention and support services.
- Participates in on-going, job-embedded professional development such as staff meetings, study groups, workshops, trainings, seminars, and demonstration lessons with pre- and post-discussion analysis, for the purpose of gathering information related to mathematics.
- Compiles, updates, and secures sensitive student proficiency records and related files.

BBL Academic Support Coordinator
BBL After-School Program Coordinator

2012 to 2015
Bronx, NY

- **Designed and spearheaded a vast array of enriching after-school programs** and related projects alongside USTA, NASP, NJYTL, Ikon Cares, Bronx High School of Science, and Scarsdale Strings, such as the BBL Time Capsule Initiative.
- Frequently attended planning meetings with the executive director, principal, and assistant principal to provide feedback and receive guidance to properly execute all directives.
- Created and hosted after-school expos that showcased culminating projects and talents.
- Curated a positive, safe learning environment capable of integrating relevant academics, incorporating physical activities, and promoting student enrichment.
- Formed strategic partnerships with community organizations to enhance support services and programs offerings; consistently liaised with parents and promoted their support.
- Organized unique events such as culturally-enriching field trips, or special showcases that highlighted student achievement, motivating further enrollment and consistent participation.

***Professional References and Letters of
Recommendations Are Available Upon Request***

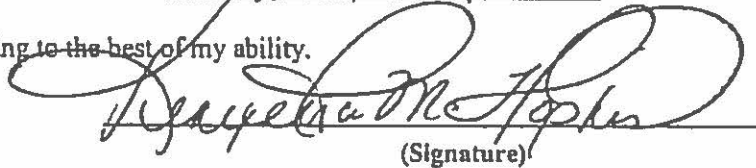
COUNTY OF WESTCHESTER OATH OF OFFICE

STATE OF NEW YORK)
) ss.:
COUNTY OF WESTCHESTER)

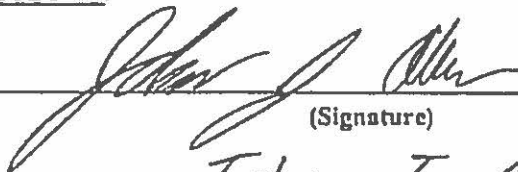
I, Kenyetta Hopkins do solemnly swear (or affirm) that I will support
(Print or Type Name)

the constitution of the United States, and the constitution of the State of New York, and that I will
faithfully discharge the duties of the office of African American Adv. Bd. in and for the
County of Westchester, according to the best of my ability.

Date: June 9, 2021


(Signature)

Sworn to and subscribed before me this 9th day of June,
2021.


(Signature)

John J. Allen
(Print or Type Name)

Deputy County Clerk
(Title of Official Administering Oath)