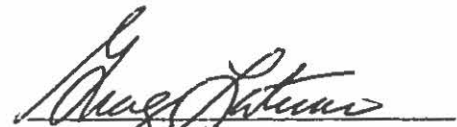


George Latimer  
County Executive

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 Stacy Sutherland, 17 Brady Avenue, New Rochelle, 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 1<sup>st</sup> 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. Stacy Sutherland  
17 Brady Avenue  
New Rochelle, NY 10805

Dear Ms. Sutherland,

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.

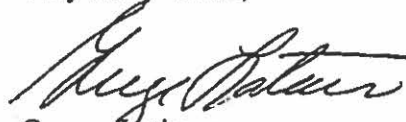
Your appointment is subject to confirmation by the Westchester County Board of Legislators, but your service begins immediately. You must complete the attached Oath of Office and file it with the County Clerk prior to the next African American Advisory Board meeting, and provide this office with a copy 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

Office of the County Executive

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White Plains, New York 10601

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Telephone: (914)995-2900

[westchestergov.com](http://westchestergov.com)

## STACY SUTHERLAND

17 Brady Avenue, New Rochelle, NY 10805 | (914) 469-1351 | [stacyasutherland@gmail.com](mailto:stacyasutherland@gmail.com)

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### **Inventive Program Manager – Community Builder, Leader & Mobilizer**

**Problem Solver** - takes initiative to define innovative and resourceful programs that address educational disparities. Launch programs that improve daily operations, engage all stakeholders and deliver meaningful impact.

**Relationship Builder** - thrives on building a positive rapport with diverse stakeholders. Enjoys collaborating to ensure the success of the organization's mission and academic and socio-emotional gains for students. Cultivates strategic relationships with funders to achieve mutually desired outcomes.

**Change Agent** - leverages a holistic and inclusive approach when initiating change. Able to communicate and reinforce why change is vital; influence and engage all stakeholders to play a role in moving initiatives forward.

### **Professional Experience**

**New York City Department of Education, New York**

2011 - present

**Educational Analyst (2016 - present)**

- Support portfolio of 36 schools in the Bronx and Brooklyn with an annual budget of \$32 million. Develop innovative and creative programs in partnership with schools and Community Based Organizations (CBOs). Analyze data to ensure compliance and to track performance against annual goals. Increased student and parent engagement, attendance by 42% and graduation by 16% in 2019.
- Hired to manage state guidelines to prevent school closures. Visited schools, identified opportunities to manage funding and demonstrate results. Recommended dedicated Community School Directors (CSDs) as on-site liaison to inform data-driven decision-making for future funding and ensure program effectiveness.
- Recruited CSDs for each school site to support school needs, students and families through a year-round mentorship program. Directly manage team of 36 CSDs. Coached, developed and recommended team members for promotion. Recognized for achieving above-average team retention.
- Tailor sustainable funding opportunities to prepare each school to continue building capacity after the grant round ends. Create and execute a year-long action plan to inform future funding decisions.

**K - 12 School Counselor Intern (2013 - 2016)**

**College and Career Resource Center Coordinator (2011 - 2016)**

- Spearheaded new post-secondary track for General Educational Development (GED) / Test Assessing Secondary Completion (TASC) to broaden students' career options. Shifted initial focus from students to staff. Coached staff to adopt a student-focused mindset to encourage and support student advancement.
- Hired team of college and career coaches to guide students from enrollment to one-year post-graduation. Trained nonacademic staff as volunteer success mentors to support and hold students accountable. Increased GED/TASC scores graduation rate and advancement to a post-secondary option.

**The Guidance Center, New York**

2008 – 2011

**College and Career Center Director (2009 – 2011)**

*Provides rehabilitative services and support to clients with mental illness and substance dependency. Hired to lead the first youth academic development program at 2 school sites, funded by 2 grants.*

- Collaborated with school staff to create an effective plan for students to graduate in 4 years. Guided a team of 2 to support pre- and post-testing to better evaluate students' baseline.
- Created an early intervention bridge plan that followed students from the beginning of 5<sup>th</sup> grade and prepared them to thrive in high school.
- Enabled vision for students by broadening their exposure to diverse educational opportunities. Facilitated individualized student learning plans and goals. Increased number of students graduating within 4 years and college acceptances; and decreased dropout rates.

### **STACY SUTHERLAND**

**WIA Community Vocational Specialist (2008 – 2009)**

- Provided a range of truancy prevention and vocational assessment services, such as job placement, COPS (Career Occupational Preference System Interest Inventory) career assessment, state entrance exams and college prep, resume assistance and life skills to prepare youth for the workplace and college.

**Kingsbridge Heights Community Center, New York**

2003 - 2011

**Program Director, Peer Sexual Harassment Council**

- Hired to seek a recipient for a 3-year corporate-funded grant to address an unmet need in the community. Conducted research by meeting with community organizers and attending community meetings. Conversations with local police liaison highlighted a high school with high reports of sexual misconduct, where reports were either incomplete or withdrawn.
- Met with school, surveyed school community and established a curriculum to address sexual harassment and assault. Designed a peer council to train and inform students on definitions, preventative actions, incident reporting, and continued advocacy. Students then trained their peers to increase awareness.
- Assigned peer leaders to support a completed reporting process. Decreased harassment incidents and reports, increased knowledge about harassment and empowered students to complete harassment reports. Secured funding for an additional 2 years as a result of programs' success.

#### Additional Experience

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**Pearson VUE, New York**

**Test Administrator**

2015 – present

- Monitor candidates during examinations. Ensure compliance with all testing procedures and policies while using careful judgment.

**Various educational partners/organizations**

2014 - present

**Peer Reviewer/Facilitator**

- Evaluate grant applications for state/federal and private funding. Score applications according to a rubric and provide constructive feedback to applicants.

#### Education & Certifications

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*Masters School Counseling, Long Island University, Purchase, New York, 2015*

*Bachelor of Arts in English, Concordia College, Bronxville, New York - 2005*

School Counseling Provisional, 2015

Non-Profit Leaders, Fordham University, 2013

#### Community Engagement

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- Piloted project to address food insecurity, which increased due to COVID. Created food insecurity curriculum for NYC public community schools within 2 weeks. Hosted webinar, customized individual plans for each school, established partnerships and managed community resources. Raising corporate funding for food pantries on school sites. (2020)
- Census 2020 Enumerator
- Pharos Academy Charter School (K-12) - Board Member & Chair: Academic & Cultural committee (2017 – present)
- Youth Voices Center Inc. - Board Member & Chair: Director of Recruitment (2017 – present)

# COUNTY OF WESTCHESTER OATH OF OFFICE

## For Appointees to County Boards and Commissions

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

I, Stacy Sutherland 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 Westchester County African American in and for the  
Advisory Board  
County of Westchester, according to the best of my ability.

Date: 6/9/21 [Signature]  
(Signature)

**FILED**  
JUN 09 2021  
TIMOTHY C. IDON  
COUNTY CLERK  
COUNTY OF WESTCHESTER

Sworn to and subscribed before me this 9<sup>th</sup> day of June,  
2021.  
[Signature]  
(Signature)  
DEAN C. WOOD  
(Print or Type Name)  
Notary Public - County Clerk  
(Title of Official Administering Oath)

DEAN C. WOOD  
Notary Public, State of New York  
No. 04WO627781U  
Qualified in Westchester County  
Commission Expires April 15, 2025

Mail original Oath of Office to Office to Andrew Ferris, Office of the County Executive, 148 Martine Ave., Room 916D, White Plains, NY 10601 for filing within thirty (30) days of the commencement of the term of office or the notice of appointment.