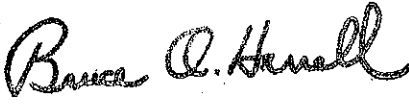


City of Seattle
Notice of Appointment

Name: Phyllis Lewis		<input type="checkbox"/> Executive Appointment <input checked="" type="checkbox"/> Legislative Appointment <input type="checkbox"/> Agency Appointment <input type="checkbox"/> PDA Council <input type="checkbox"/> PDA Constituency
Residential Neighborhood:	Zip Code: 98118	Contact Phone No.:
Appointed to: Seattle Women's Commission		Date of Appointment:
Authority (Ord., Res.): Ordinance 123734		Term of Office: From: To: July 1 st 2015 2014. (6)
<p>Background: Phyllis is very excited about her appointment to the Seattle Women's Commission and hopes to contribute her knowledge in the childcare industry because it is a huge issue for mothers. Phyllis is a site supervisor for Primm ABC Childcare Center at Dearborn Park. She supervises daily operations of the program to ensure compliance with DSHS licensing requirements. She works with families from various ethnic and cultural backgrounds and loves the diversity and hopes to share her know of what in needed in the childcare center and how the Commission can make a difference.</p>		
Authorizing Signature: 		Name and Title of Officer Making Appointments: Bruce Harrell Seattle City Councilmember

Phyllis Lewis

Seattle, WA 98118

Long Term Objectives:

To obtain a Master's Degree in education with a Minor in Psychology. To create and own a School that targets struggling students of color.

Short Term Objectives:

To complete a BA in Education with Teacher Certification Program

Education:

City University, Bellevue, WA, Summer 2011 – Winter 2012

Antioch University, Seattle, WA, Summer 2007 – Summer 2008

Seattle Central Community College, Seattle, WA, 1992 – present

Nathan Hale High School, Seattle, WA, 1988 Diploma

Employment:

Site Supervisor

9/07 - present

Primm @ Dearborn Park, Seattle, WA

Supervise daily operations of the program to assure compliance with DSHS licensing requirements. Ensure that supplies are maintained and purchased as necessary. Facilitate curriculum development and implement in anti-bias age appropriate programming. Maintain accurate attendance records. Align activities with elementary school standards. Ensure the safety and well being of all children in the program. Work with families from a variety of ethnic and cultural backgrounds. Attend relevant trainings. This program is a part of Primm ABC Childcare Center.

Co-Teacher/Administrative Assistant

9/06 – 9/07

Primm ABC Childcare Center, Seattle, WA

Assisted the Lead Teacher in the early childhood classroom with age appropriate activities. Helped keep classroom organized. Worked with adults and children from a variety of ethnic and cultural backgrounds. Assisted in health and developmental screening of children in program. As administrative assistant, I performed duties as requested by Director. This included typing letters, field trip notices, and completing paperwork for NAEYC Re-Accreditation.

Program Supervisor

7/05 – 9/06

Kids @ King, Seattle, WA

Supervise daily operations of the program to assure compliance with DSHS licensing requirements. Ensure that supplies are maintained and purchased as necessary. Facilitate curriculum development and implement in anti-bias age appropriate programming. Maintain accurate attendance records. Align activities with elementary school standards. Ensure the safety and well being of all children in the program. Work with families from a variety of ethnic and cultural backgrounds. Attend relevant trainings. This program was a part of Primm ABC Childcare Center.

TT Minor Community Program Supervisor

1/03 - 7/05

YMCA of Greater Seattle, Seattle, WA

Supervised the daily operations and development of the Enrichment Program with an integration of the YMCA mission, core values and curriculum focus. Provided a linkage to the school classroom personnel in areas of communication and problem solving. Developed and managed the program budget (\$346,466), within the established YMCA parameters. Assured compliance with state and local regulations as they relate to childcare. Ensured that program standards were met and safety procedures followed. Ensured high quality programs through innovative program development, evaluations and ongoing training of staff.

TT Minor Program Supervisor

9/00 - 1/03

YMCA of Greater Seattle, Seattle, WA

Facilitated curriculum development and implemented in anti-bias programming. Implemented childcare standards of the YMCA and DSHS. Followed YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergency procedures. Maintained and updated records, student progress reports, and monthly statistics. Ensured that site supplies were maintained and purchased as necessary. Also, ensured that equipment was sound and in safe order.

Retail Clerk

1/89 - 9/00

Shop-Rite, Seattle, WA

Provided superior customer service. Operated check stand completing customer's transactions by cash or credit cards. Stocked shelves within the grocery, frozen food and dairy sections of the store as needed. Maintained a clean work area. Followed company's safety rules and sanitation standards. Performed other duties as required.

Helper Clerk

1/87 - 8/88

Shop-Rite, Seattle, WA

Provided superior customer service. Stocked and faced products on shelves from the storage areas. Ensured proper rotation of perishable items. Created end displays. Assisted customers finding items in the store. Bagged and carried out groceries for customers as needed. Kept store clean and tidy at all times.

Courtesy Clerk

7/86 - 1/87

Shop-Rite, Seattle, WA

Provided superior customer service. Greeted customers, bagged groceries, helped customers out to their cars, collected empty carts and returned to the store. Other duties included sanitation, price checks, stocking of bags at the check stands, cleaning of spills and returning merchandise to the shelf.

Professional and Community Memberships:

American Federation of Teachers

Washington Educators in Early Learning

School Family Partnership Advisory Committee

Southeast Consortium

Division of Child Care Early Learning Advisory Committee

References Upon Request

Seattle Women's Commission

July 2013

21 Commission members: Per S.M.C. 3.14.920, confirmed by City Council, 2-year terms*

- 9 Appointed by Mayor
- 9 Appointed by City Council
- 2 Appointed by the Commission, confirmed by City Council
- 1 member *Get Engaged: City Boards and Commissions* program: Appointed by Mayor, confirmed by City Council -1-year term-appointed in September

D*	G	Name	Appointed	Term Ends	Term #	Position	Appointed By
3	F	Mercedes Elizalde		07/01/14	1 st		City Council
2	F	Phyllis Lewis		07/01/14	1 st		City Council
2	F	Mergitu Argo	06/21/10	07/01/14	2 nd		City Council
6	F	Liz Kellogg		07/01/15	1 st		City Council
6	F	W.M. Gillihan	08/31/09	07/01/15	2 nd	Co-Chair	City Council
3	F	Elsa Batres-Boni		07/01/15	1 st		City Council
1	F	Maha Jahshan	08/31/09	07/01/15	1 st		City Council
6	F	Betsy McConnell-Gutierrez	03/13/08	07/01/14	3 rd		City Council
6	F	Alison Mondie	08/31/09	07/01/15	1 st		City Council
6	F	Michele Frix	03/6/12	07/01/14	1 st		Commission
3	F	Martina Kartman		07/01/15	1 st		Commission
1	F	Susanna Tat		07/01/15	1 st		Mayor
2	F	Tracey Whitten		07/01/15	1 st		Mayor
2	F	Iyabo Tinbu-Tarch		07/01/15	1 st		Mayor
6	F	Jaron Reed		07/01/15	1 st		Mayor
2	F	Jennifer Cobb		07/01/15	1 st		Mayor
6	F	Bridgette Maryman	03/6/12	07/01/14	1 st	Co-Chair	Mayor
2	F	Jamila Johnson	07/26/10	07/01/14	2 nd		Mayor
1	F	Johanna Gusman		07/01/14	1 st		Mayor
4	F	Roslyn Kagy	07/26/10	07/01/14	1 st		Mayor
1	F	Nicki Olivier	7/15/13	09/1/14	1 st	Get Engaged	Mayor

	(1)	(2)	(3)	(4)	(5)	(6)				
	Men	Women	Vacant	Minority	Asian/American	African/American	Latino	Native/American	Other	Caucasian
Mayor	0	9	0	7	2	4	0	1	0	2
Council	0	9	0	5	1	2	2	0	0	4
Commission	0	2	0	1	0	0	1	0	0	1
Get Engaged	0	1	0	1	1	0	0	0	0	0
Total	0	21	0	14	4	6	3	1	0	7

*The Get Engaged youth program Commissioner serves a single term of one year.

**Commissioners whose first appointments are for a term of less than twelve months are eligible to serve for two additional two/year terms.