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CITY OF SEATTLE

**City of Seattle**  
**Notice of Appointment** 2012 JUL 12 PM 3:49

<b>Name:</b> <b>Jennifer Kelty</b>		<b>(X) Executive Reappointment</b> <input type="checkbox"/> Legislative Appointment <input type="checkbox"/> Agency Appointment <input type="checkbox"/> PDA Council <input type="checkbox"/> PDA Constituency
<b>Residential Neighborhood:</b> Lake Forest Park	<b>Zip Code:</b> 98155	<b>Contact Phone No.:</b> (206) 902-8152
<b>Appointed to:</b> Burke-Gilman Public Development Authority		<b>Date of Appointment:</b> June 1, 2012
<b>Authority (Ord., Res.):</b> SMC 3.100		<b>Term of Office:</b> <b>From:</b> Confirmation <b>To:</b> 06/01/14
<b>Comments:</b>  Jennifer Kelty is the Executive Director of The Children's Center at Burke Gilman Gardens (User Group). The Children's Center is a fully licensed, inclusive non-profit preschool and childcare center that serves the Burke Gilman community and surrounding areas. Prior to her position at The Children's Center, Ms. Kelty was Program Director at Kids Co in Adams Elementary and a field instructor for the City of Seattle and Shoreline Community College.  Ms. Kelty has worked in the non-profit educational and family support programs for the past eighteen years. Over the past seventeen years, Ms. Kelty has managed several successful non-profit early childhood and school-age programs, including both state/federally funded programs and private agencies. These agencies have included a variety of settings including childcare, preschool and ECEAP, and therapeutic and respite/crisis programs.  In addition to her work experience, Ms. Kelty has extensive volunteer experience with several local advisory committees and advocacy groups, with a focus on serving lower income families and children with special needs.  Ms. Kelty is currently attending the University of Washington and holds an Associate's degree in Early Childhood Education/Special Educational and ECEAP.  This is Ms. Kelty's second term		
<b>Authorizing Signature:</b> 		<b>Name and Title of Officer Making Appointment:</b>  <b>Michael McGinn, Mayor of Seattle</b>



## JENNIFER G. KELTY

### OBJECTIVE:

A position which will allow for continued growth in the field of education.

### QUALIFICATIONS:

18 years of administrative experience in managing not for profit educational programs.

### WORK EXPERIENCE:

THE CHILDREN'S CENTER AT BURKE GILMAN GARDENS- Seattle, Washington

#### Executive Director

2007- Present

Responsible for all administrative and human resource functions of a community based, not for profit preschool program and childcare center licensed for 50 children. Responsible for all finances, budgeting, and administration of federal, state, and local funding sources. Responsible for all personnel management for 18 staff, including all compensation, payroll, and benefits.

- Increased operating reserves by \$175K over three year period
- Created and implemented capital improvement project budget of \$75K in 2011.
- Maintained employee turnover at under 10% for three consecutive years

EVERGREEN CHILDREN'S ASSOCIATION- Seattle, Washington

#### Program Director- Kids Co at Adams Elementary

2004-2007

Responsible for all program and administrative functions of a non-profit childcare center, preschool program, and before/after school program licensed for 45 children.

- Increased annual income by 25%
- Implemented 360 staff evaluation and review process

The EARLY LEARNING and DEVELOPMENT CENTER- Seattle, Washington

#### Administrative/Program Director, ECEAP Program Manager

1994-2004

Responsible for all administrative and program functions of a non-profit center licensed for 49 children, ages 1 to 6 years, with approximately 75% subsidized enrollment.

- Increased state and federal funding by approximately 40% over a two year period.
- Increased staff salaries and benefits and decreased turnover rate from over 100% to 25%.
- Designed and implemented a free emergency/respite childcare program for at-risk children and families in crisis. Implemented first E.C.E.A.P. program in North Seattle, and implemented U.S.D.A. Child and Adult Care Food Program.

**EDUCATION:**

University of Washington- Certificate in Human Resources Management  
9/11- Present

Shoreline Community College - A.A.A.S. in Early Childhood Education/ Certification in Early Childhood  
Special Education  
Graduated with honors June 2003

**VOLUNTEER EXPERIENCE:**

Childcare Director's Association of Greater Seattle  
Gay and Lesbian Child Care Task Force  
Child Care Resources Business/Child Care Partnership

2011- Present  
King County Explorer Search and Rescue  
Volunteer

2010-Present Burke Gilman Public Development Authority Board  
Volunteer, member at large

2011-Present  
American Lung Association, Climb for Clean Air  
Volunteer climber, Mt. Rainier

9/00-Present Shoreline Community College, Seattle, Washington  
Education Program Advisory Committee Chair

2005-2006 King County Dependency CASA Program, Seattle, Washington  
Court appointed special advocate (child advocate for family dependency court)

# Burke Gilman Place Public Development Authority

May 2012

9 members: Per RCW 35.21.730 and Seattle Municipal Code (SMC) 3.110.010; all appointed by the Mayor, subject to City Council confirmation, 2-year terms

- 5 (one each year) At-large community representatives
- 4 (one each year) PDA user group representatives\*

\* Provail, Children's Hospital, Ronald McDonald House, and The Children's Center.

D	G	Name	First Appointed	Current Term Ends	Current Term #	Represents / Position	Appointed by
6	M	Mike Hatzenbeler	04/03/07	09/30/09		User Group/Chair	Mayor
6	M	Peter Rowan	05/01/12	05/01/14	1st	Member-at-large	Mayor
6	M	Dan Bernard	06/01/12	06/01/14	1st	Member-at-large	Mayor
6	F	Jennifer Kelty	06/01/10	06/01/14	2nd	User Group	Mayor
6	F	Suzanne Petersen	08/11/05	09/30/10		User Group	Mayor
6	F	Elsie Crossman	08/11/05	12/31/11		Member-at-large	Mayor
6	F	Ruthann Martin	04/28/09	12/31/11		User Group	Mayor
6	M	Jeffery Werthan	01/06/09	12/31/11		Member-at-large / Treasurer	Mayor
6	M	John Sevy	12/31/09	12/31/11	1st	Member-at-large	Mayor

## Diversity:

Appt. Authority	Men	Women	Vacant	Minority	(1)	(2)	(3)	(4)	(5)	(6)
					Asian-American	African-American	Hispanic	Native-American	Other	Caucasian
Mayor	5	4	0							9
<b>Total</b>	<b>5</b>	<b>4</b>	<b>0</b>							<b>9</b>

\* Other includes diversity in any of the following: race, gender and/or ability