



Fairbanks North Star Borough

Mayor's Office
Bryce Ward

mayor@fnsb.gov
Main: (907) 459-1300

MEMORANDUM

TO: Fairbanks North Star Borough Assembly

FROM: Bryce Ward, Mayor 

DATE: June 10, 2021

SUBJECT: Appointment -Early Childhood Development Commission

I am recommending the appointment of the following individual on the Early Childhood Development Commission:

Mary Willey

Her term of office will expire on December 31, 2023.

A copy of her application and disclosure form is attached.

For your information other members of the commission are:

Laralee Walston
Rebecca Wachter
Jennifer Randall
Meredith Maple
Ivane Saenz
Pam Walker
Joanne Spears
Melissa Charlie

Your confirmation of the appointment is respectfully requested.

/km





FAIRBANKS NORTH STAR BOROUGH
907 Terminal Street PO Box 71267 Fairbanks, AK 99707

(907) 459-1300
FAX (907) 459-1102

BOARDS/COMMISSIONS APPLICATION FORM

Name of Board/Commission FNSB ECD commission

Applicant's Name Mary willey

Residence Address 1031 Steele Creek RD

City/State/Zip Fairbanks, AK, 99712

Mailing Address 3830 S. Cushman St

City/State/Zip Fairbanks, AK, 99701

Work Phone 907-452-1648 ext 6021 Home Phone Cell - 907-378-1877

FAX _____ E-mail mwilley@fairbanksnative.org

Are you registered to vote within the Fairbanks North Star Borough [required by FNSB 4.04.040]

Yes No

Do you currently serve on any other Borough Boards & Commission? Yes No

If yes please list which one:

N/A

Statement of Interest (use reverse side of form if necessary):

My career passion is serving the children and families of our community being part of the FNSB ECD commission would be a great opportunity to serve. I believe that my 2.5 decades serving children and families as team member of FNA I can be an asset to the FNSB ECD commission.

Brief Personal Biography (or attach resume)

I have been part of the Fairbanks Native Association (FNA) Head Start team for 25yrs and have transitioned to director for FNA Tribal Home Visiting in December 2020. My career passion is serving the children and families of our community and being a FNA staff has given me numerous opportunities to serve.

Professional Licenses/Training

4/15/2021
APPLICANT'S SIGNATURE DATE

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

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FOR OFFICE USE ONLY

Date Received _____

By _____

Note Any Attachments

RETURN TO THE OFFICE OF THE MAYOR
DISCLOSURE OF PRESENT ECONOMIC INTEREST
APPOINTED PUBLIC MEMBERS OF A BOARD, COMMISSION, OR OTHER MUNICIPAL BODY

1. Willey, Mary Francis
(YOUR NAME: LAST, FIRST, MIDDLE)

2. FNSB ECD commission
(BOARD, COMMISSION, OR OTHER PUBLIC BODY TO WHICH YOU ARE APPLYING.)

3. FOR TERM ENDING: _____

4. PLEASE GIVE THE BUSINESS NAME OF YOUR EMPLOYER, TYPE OF BUSINESS, YOUR POSITION:
Fairbanks Native Association
(BUSINESS NAME) (TYPE OF BUSINESS) (YOUR POSITION)

5. ARE YOU SELF-EMPLOYED? YES NO

DECLARATION

I understand that I am required to disclose any interest which would cause me or an immediate family member (including all household members) to have a personal or financial interest, different than those of the public generally, in matters coming before the board, commission, or other public body of the municipality to which I have been appointed. When such matters arise, I will also inform the other members on the record, so that the potential for a conflict of interest can be addressed prior to action by the public body.

I have the following interest(s) which would cause me, an immediate family member, or household member to have a personal or financial interest, different than those of the public generally, in matters coming before the public body during my term:

(ATTACH SEPARATE SHEETS AS NECESSARY)

None

If the situation changes or I acquire new interests, I will file a supplemental disclosure with the Clerk's Office. I affirm that this DISCLOSURE is true and correct to the best of my knowledge.

Signature 

Date 4/15/2021

OBJECTIVE

Use my Early Childhood education and experience to bring support and assistance to the programs in Fairbanks and my home state of Alaska.

EDUCATION AND QUALIFICATIONS

- ❖ Current infant/child CPR and First Aid training
- ❖ ServSafe Food Protection Manager Certification – 2019 exp-2024
- ❖ A.A in Early Childhood Education – University of Alaska, Fairbanks – 2002
- ❖ Various Early Childhood training sessions and workshops – 1995 to present
- ❖ "You Learn – We Learn" parenting class – 1992
- ❖ North Pole High School – 1982

EMPLOYMENT HISTORY

- ❖ **Program Director – 2020 to Present**
Fairbanks Native Association Tribal Home Visiting, 3830 S. Cushman, Fairbanks, Alaska 99701
Oversee the Tribal Home Visiting program, supervise the Parent Educators
- ❖ **Nutrition, Transportation, & Special Projects Coordinator – 2018 to Dec 2020**
Fairbanks Native Association Head Start 0-5, 3830 S. Cushman, Fairbanks, Alaska 99701
Supervise nutrition and transportation components and staff. Worked with team to write Federal renewal, continuation, and one-time funding grants, State annual grants and CACFP grants. Oversaw the compliance of the CACFP grant. Co-facilitate Parent Policy Council monthly meetings.
Stayed knowledgeable of current issues involving Head Start and Early Child Development. Observed and followed Head Start Confidentiality, Child Abuse and Neglect Policies.
- ❖ **Site Coordinator – 2014 to 2018**
Fairbanks Native Association Head Start 0-5, 320 2nd Avenue, Fairbanks, Alaska 99701
Supervised site educational staff. Supervised nutrition and transportation components and staff. Worked with team to write Federal renewal, continuation, and one-time funding grants, State annual grants and CACFP grants. Oversaw the compliance of the CACFP grant. Facilitated Parent Policy Council monthly meetings.
Stayed knowledgeable of current issues involving Head Start and Early Child Development. Observed and followed Head Start Confidentiality, Child Abuse and Neglect Policies.
- ❖ **Program Director – 2005 to 2014**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
Supervised five component coordinators that in turn supervised a staff of 29, including annual evaluation, signing off on time sheets. Oversaw three sites and ensuring that the program follows State and Federal regulations. Worked with team to write the renewal and continuation grants applications, both Federal triennial grants and State annual grants, a Quality Improvement Plan, reviewed/rewrote policies and procedures for FNA Head Start. Oversaw fiscal management of the annual program budget of 1.8 million+ dollar budget. Co-led team to bring the program out of deficient status. As the director collaborated with community agencies to creative and maintain partnerships. Maintained and renewed the State Child Care licensing bi-annually for three sites. Led hiring teams for both management and non-management staff positions. Wrote and submitted monthly and annual reports to Fairbanks Native Association Executive Director, Policy Council, Early Childhood Development Director and the federal program specialist.
Stayed knowledgeable of current issues involving Head Start and Early Child Development. Maintained effective working relationships with local, state and federal agencies. Coordinated and facilitated Parent Policy Council monthly meetings. Observed and followed Head Start Confidentiality, Child Abuse and Neglect Policies.

Mary F. Willey

- ❖ **Associate Director – 2004 to 2005**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
 - ❖ **Center Base Coordinator – 2003 to 2004**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
 - ❖ **Interim Education Coordinator – 2003 to 2003**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
 - ❖ **Disabilities Specialist – 2002 to 2003**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
 - ❖ **Full Day Manager- 2000 to 2002**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
 - ❖ **Teacher - 1997 to 2000**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
 - ❖ **Teacher Aide - 1996 to 1997**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
 - ❖ **Substitute Teacher - 1995 to 1996**
Fairbanks Native Association Head Start, 320 2nd Avenue, Fairbanks, Alaska 99701
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VOLUNTEER AND PERSONAL EXPERIENCE

- ❖ Board Member – Dot Lake Village Corporation – **2009 to 2018**
 - Chair – 1 one year
- ❖ Tribal Council Member – Healy Lake Traditional Council – **2007 to 2010**
- ❖ Serves as Tribal Judge – Healy Lake Traditional Council – **2007 to 2010**
- ❖ Alaska Head Start Association (AHSA) – **2005 to present**
 - Chaired the AHSA annual leadership conference 2008 and 2009
 - AHSA Co-Chair – 1 one year
- ❖ Tribal Council Member – Dot Lake Tribal Council – **2006 to 2007**
- ❖ Alaska SEED Council - **2007**
- ❖ Parent Volunteer at Chinook Montessori Charter School – **2004 to 2009**
- ❖ Parent Volunteer at Watershed Charter School – **2009 to 2015**
- ❖ Northwest Indian Head Start Coalition – Board of Directors – **2000 to 2001**
- ❖ Parent Volunteer at FNA Head Start – **1995 to 1996**
- ❖ Adoptive parent of a special needs son since 1990.
- ❖ Personal appreciation and participation in my Alaska Native culture as my husband and I raise our three children.