

WOOD-RIDGE BOARD OF EDUCATION
PUBLIC MEETING MINUTES
January 22, 2018

The Wood-Ridge Board of Education of the Borough of Wood-Ridge, County of Bergen, State of New Jersey, convened for a Regularly Scheduled Public Meeting on January 22, 2018 at 6:34 pm in the Wood-Ridge High School Auditorium.

This is a Public Meeting of the Wood-Ridge Board of Education and is in compliance with the Open Public Meeting Act, Chapter 231, Public Laws of 1975, also known as the Sunshine Law. This meeting has been approved by resolution adopted at the Re-Organization Meeting held on January 4, 2018. Notification has been sent to The Record. Notification has also been posted in the Wood-Ridge Borough Hall, the Wood-Ridge Memorial Library, and the Wood-Ridge Board of Education's website.

ROLL CALL FOR ATTENDANCE:

PRESENT: Mr. Ambrosio, Mr. Biamonte, Mr. Monti, Mr. Schmidt and Mr. Nieves

ABSENT: Mr. Garvin

ALSO PRESENT: Superintendent Cipriano, Assistant Superintendent DeNobile, Board Secretary Murray and Board Attorney Michale Gross

Mr. Nieves read the following statement: The Wood-Ridge Board of Education now has a need to discuss issues regarding the following topic areas:

Student Matters

all of which fall within an exception to our policy entitled "Public and Executive Sessions", which permits this board of education to have private or closed discussions on topic areas which are exceptions contained in the Open Public Meeting Act, N.J.S.A.10:4-12b.

I will entertain a motion to enter into closed session. On the motion of Mr. Biamonte seconded by Mr. Schmidt, the meeting will be adjourned into closed session. The motion was passed unanimously. It is hereby resolved that the Board will now go into private or closed session to discuss:

Student Matters

Any discussion held by the Board, which need not remain confidential, will be made public as soon as practicable. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene the public meeting at the conclusion of the closed session.

At 7:25 p.m., upon motion of Mr. Biamonte seconded by Mr. Schmidt, the Board voted unanimously to reopen the public meeting. The public meeting reconvened at 7:30 p.m. and Mr. Nieves read the following statement:

This is a Public Meeting of the Wood-Ridge Board of Education and is in compliance with the Open Public Meeting Act, Chapter 231, Public Laws of 1975, also known as the Sunshine Law. This meeting has been approved by resolution adopted at the Re-Organization Meeting held on January 4, 2018. Notification has been sent to The Record. Notification has also been posted in the Wood-Ridge Borough Hall, the Wood-Ridge Memorial Library, and the Wood-Ridge Board of Education's website.

ROLL CALL FOR ATTENDANCE:

PRESENT: Mr. Ambrosio, Mr. Biamonte, Mr. Monti, Mr. Schmidt and Mr. Nieves

ABSENT: Mr. Garvin

ALSO PRESENT: Superintendent Cipriano, Assistant Superintendent DeNobile, Board Secretary Murray and Board Attorney Michael Gross

Presentation(s)/Recognition(s)/Award(s) –
Student of the Month - WRJRSRHS
Student of the Month - WRIS
Recognition of Student Athletes
Recognition of Robotics Team

Superintendent's Report – Mr. Cipriano updated the public on upcoming fundraisers.

Approval of Minutes

Upon the recommendation of the Superintendent, the Board of Education approves the minutes of the following meetings:

Executive Session: December 18, 2017
Public Session: December 18, 2017

Executive Session: January 4, 2018
ReOrganization Session: January 4, 2018

Introduced by: Mr. Biamonte
Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

Committee Reports

The Board of Education takes official action at its Business Meetings. Prior to the Board taking action at its business meetings, committee meetings are scheduled where in-depth approval occurs. At each committee meeting, the Board discusses recommendations of the Superintendent of Schools and other relevant items. Committee approval authorizes resolutions to be placed on the agenda of the next appropriate business meeting and/or possible formal action.

At the Board of Education's committee meetings, no formal action is taken. The typical schedule of meetings is as follows:

<i>Type of Meeting</i>	<i>Members</i>
Curriculum & Instruction	Mr. Christopher Garvin, Chairman Mr. Patrick Ambrosio Mr. Nicholas Cipriano Dr. Sue DeNobile
Personnel	Mr. Joseph Biamonte, Chairman Mr. Thomas Schmidt Mr. Nicholas Cipriano
Policy	Mr. Thomas Schmidt, Chairman Mr. Albie Nieves Mr. Nicholas Cipriano
Buildings & Grounds	Mr. Patrick Ambrosio, Chairman Mr. Albie Nieves Mr. Nicholas Cipriano Mrs. Jenine Murray
Finance	Mr. Christopher Garvin, Chairman Mr. Albie Nieves Mr. Nicholas Cipriano Mrs. Jenine Murray

(Each of these meetings may include an Executive Session for the approval of matters that may be appropriate for Executive Session.)

Liaison Report –

Hearing of Citizens (Resolutions Only) –

Bonnie Taylor asked about the policies regarding board members social network and student tracking devices.

RESOLUTIONS FOR ACTION

**Upon the recommendation of the Superintendent of Schools and the Business Administrator,
the Board of Education approves the following:**

CURRICULUM & INSTRUCTION

C&I 1 Approval of Evaluation Requests

	Student Id#	Type of Evaluation	Vendor	Cost
a.	52005841	Neurological Evaluation	Dr. B. Ladak	\$500
b.	52006539	OT Evaluation	CCL	\$300

*Introduced by: Mr. Biamonte
Seconded by: Mr. Ambrosio*

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

C&I 2 Approval of Related Services

	ID#	Vendor	Related Services	Effective
a.	52006093	SBJC	OT : Reduce from 1x/wk to 1x/ mo	October 24, 2017 – June 20, 2017
b.	52006441	SBJC	OT 3x/wk	January 12, 2018 - June 20, 2018
c.	52006267	SBJC	Home Programming increase from 1x/wk to 2x/wk	January 11, 2018 - June 27, 2018 (will be provided thru spring recess 4/2-4/6)
d.	9923	SBJC	OT:Reduce from 2x/wk to 1x/ wk	January 18, 2018

*Introduced by: Mr. Biamonte
Seconded by: Mr. Ambrosio*

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

C&I 3 Approval to Reduce CST Supplemental Reading Instruction

Case #	Location	Vendor	Dates
10254	WRIS	EBL Coaching Reduce services from 5 days/week to 4 days/ week	December 19, 2017 - June 20, 2018

Introduced by: Mr. Biamonte
Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

C&I 4 Approval for CST OOD Placement

Case #	Location	Tuition/Transportation	Dates
52006617	SBJC Maywood	\$67,400 (prorated) Transportation - via SBJC	January 2 - June 27, 2018

Introduced by: Mr. Biamonte
Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

C&I 5 (M) Approval for CST Temporary Home Instruction Placement & Transport Cancellation

Case #	Location	Home Instruction / Transportation	Dates
52006532	Temporary Home Instruction	Debora Carlson (Ridgefield BOE Teacher) <u>Up to 10hours/week @ Ridgefield Teacher Contracted Rate</u> English/US History/Math/Science/Language BILLED DIRECTLY TO MOONACHIE BOE CANCEL SBJC TRANSPORTATION	January 11, 2018 to TBD January 11, 2018

Introduced by: Mr. Ambrosio
Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

C&I 6 (M) Approval for CST Home Instruction Placement

<i>Case #</i>	<i>Location</i>	<i>WR Instructors</i>	<i>Dates</i>
9931	Temporary Home Instruction	SBJC <u>Up to 10 hours/week @ \$40/hour (4weeks)</u> Home Instruction provided by (2) SBJC Teachers	December 18 – January 19, 2018

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

C&I 7 (M) Approval of Field Trip Requests

	Destination (include reason for trip)	Date of Trip	Teacher	Parent Chaperone	Grade/Group	# of students	Departure	Return
a. M	Urban Air Trampoline Park 69 Wesley Street South Hackensack, NJ 07606 Teen Institute Trip – To provide drug and alcohol free activities.	12/1/17 <i>*date changed to 1/14/18</i>	L. Ames C. Lange	n/a	9-12	20	6 pm <i>*time changed to 2:45 pm</i>	9 pm <i>*time changed to 5:30 pm</i>
b. M	Intermediate School Wood- Ridge, NJ Neutral Zone Outreach Program	2/26/18	J. Hassinger/ C. Lange/L. Ames	n/a	9 – 11	30	9 am	12 pm

c. M	Bergen Community College, 400 Paramus Road Paramus, NJ Training for Neutral Zone Outreach Program	2/14/18	J. Hassinger	n/a	9 – 11	25	8:30 am	2 pm
d. M	Eva's Village 393 Main Street Paterson, NJ National Honor Society Trip	2/5/18 4/2/18	M.Garvin	n/a	11-12	6	10 am	1:30 pm
e.	Carnegie Hall, 881 7 th Ave., New York, NY 10019-3210 This trip gives students the opportunity to see and perform in an orchestral concert.	05/22/18	Jesenia Fernandez Rita May Laura Johnson Marissa Romoff Jessica Ripp	TBD for April BOE meeting	4	88	8:30 AM	12:30 PM

f.	WR Jr./Sr. H.S This field trip gives the instrumental students in our school the ability to engage in music performance with students of differing age levels, learning from the older students about the many facets of musical performance, the music program in the middle school and high schools, and what is expected of them as they grow as musicians.	03/02/18	Jesenia Fernandez Betty Carroll Kimberly Simpson		Grade 4-6 Band	45	8:30 AM	2:30 PM
g.	NJ School of Conservation 1 Wapalanne Road Branchville, NJ Stokes Trip	2/13/18-2/15/18	D. Porfido M. Bogert S. Schneidman C. Lange M. Garvin M. Ihle L. Schmitt *addition of T. Trivigno, nurse	I. Bhargava J. Gregory G. Laurito J. Wollerman S. Basich J. Murray K. Lange	7	96	6:30 am	2:35 pm

Items a - d only:

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

Items e - g only:

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0
Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

PERSONNEL

P1 Approval of Requests for Leave of Absence

a.	Staff Member:	Cathy Marquart
	Assignment:	FT Para Professional- Doyle School
	Date to Begin Leave:	1/8/18
	Anticipated Use of Accumulated Sick Days:	None
	Anticipated Use of Accumulated Personal Days:	None
	Anticipated Unpaid Days:	22
	Date to Return to Duties:	2/14/18

b.	Staff Member:	Tracey Jupinka
	Assignment:	Grade One – Doyle School
	Date to Begin Leave:	2/1/18
	Anticipated Use of Accumulated Sick Days:	11
	Anticipated Use of Accumulated Personal Days:	None
	Anticipated Unpaid Days:	0
	Date to Return to Duties:	2/20/18

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

P2 Approval of Personnel Appointment

Name:	Meghan Neumuller
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Location:	Catherine E. Doyle School
New Hire/Replacement/Transfer:	Replacement for Ivis Michelson (resignation)
Position:	Para Professional
Full-Time/Part-Time:	Part Time not to exceed 29.5 hours
Compensation:	\$14.04 per hour (Pending WREA negotiations)
Starting Date:	1/23/18
Ending Date:	6/21/18

Introduced by: Mr. Biamonte
Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4
Opposed: 0
Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

P3 (M) Approval of Appointment of Substitute

	Name	Substitute Position	Recommendation By:
a.	Joseph Pirrello	Substitute Teacher	Tony Albro

Introduced by: Mr. Ambrosio
Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4
Opposed: 0
Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

P4 Approval of Title I Extended School Day Personnel - WRIS

a.	Name:	Kara Negro
	Location:	WRIS
	Position:	Title I Extended School Day Substitute Teacher
	Compensation:	\$45.35/Hour
	Starting Date:	January 4, 2018

	Ending Date:	May 31, 2018
b.	Name:	Betty Carroll
	Location:	WRIS
	Position:	Title I Extended School Day Substitute Teacher
	Compensation:	\$45.35/Hour
	Starting Date:	January 4, 2018
	Ending Date:	May 31, 2018

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

P5 Approval of Title I Extended School Day Personnel - Doyle

Name:	Dawn Caicedo
Location:	Doyle
Position:	Grade 1-3 Title I Extended School Day ELA
Compensation:	\$45.35/Hour x 1 Hour x 17 = \$770.95
Starting Date:	February 6, 2018
Ending Date:	June 15, 2018

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

POLICY

POL 1 (M) Approval of Policy(ies)

	Policy #	Title	New	Revision	First Reading	Second Reading
A	P0169.02	Board Member Use of Social Networks	X		1/22/18	2/26/18
B	P3437	Military Leave		X	1/22/18	2/26/18
C	P4437	Military Leave		X	1/22/18	2/26/18
D	P5516.01	Student Tracking Devices	X		1/22/18	2/26/18
E	P7425	Lead Testing of Water in Schools	X		1/22/18	2/26/18
F	P7440	School District Security		X	1/22/18	2/26/18
G	P7441	Electronic Surveillance in School Buildings and on School Grounds		X	1/22/18	2/26/18
H	P8630	Bus Driver/Bus Aide Responsibility		X	1/22/18	2/26/18
I	P9242	Use of Electronic Signatures	X		1/22/18	2/26/18

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

POL 2 (M) Approval of Regulation(s)

	Regulation #	Title	New	Revision	First Reading	Second Reading
A	R5460.1	High School Transcripts		X	1/22/18	2/26/18
B	R7101	Educational Adequacy of Capital Projects		X	1/22/18	2/26/18
C	R7440	School District Security		X	1/22/18	2/26/18
D	R7441	Electronic Surveillance in School Building and on School Grounds		X	1/22/18	2/26/18
E	R8630	Emergency School Bus Procedures		X	1/22/18	2/26/18

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Mr. Garvin was absent. Mr. Monti abstained.

Motion Carried

BUILDINGS & GROUNDS

B&G 1 (M) Approval of Facility Request

ORGANIZATION:	Girl Scouts
ACTIVITY:	Madison Christiana is organizing the Wonder Women Strength and Fitness Expo for her Girl Scouts' Gold Award. This expo is an effort to educate women on their health and incorporating aspects of fitness and positive self-image into their lives.
LOCATION:	WR Jr. Sr. High School
FACILITIES REQUESTED:	Auditorium/Gymnasium/AP Room
DATE(S):	5/20/18
TIME(S):	9 am to 4 pm
FEE (if applicable):	N/A

Introduced by: Mr. Ambrosio
Seconded by: Mr. Schmidt

ROLL CALL
In Favor: 4
Opposed: 0
Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

FINANCE

F1(M) Approval of Bills List:

- a. Bills List for Month of January, 2018 in the amount of \$599,998.22
- b. Manual Checks for 12/19/17 - 1/19/18 in the amount of \$815,640.47
- c. Payroll Transfers for the month of December 2017 in the amount of \$1,579,655.73
- d. Enterprise Funds for the month of December 2017 in the amount of \$44,479.72

Introduced by: Mr. Ambrosio
Seconded by: Mr. Schmidt

ROLL CALL
In Favor: 4
Opposed: 0
Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

F2 (M) Approval of Monthly Financial Reports of the Board Secretary and Treasurer for November and December 2017 which are on record in the Business Office for review.

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

F3 (M) Approval of Certification of Balance Budget that no major account or fund has been over-expended in violation of statute NJAC 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

F4 (M) Approval of Budget Transfers authorization of line item transfers for the month November and December 2017, as per the attached list.

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

F5 (M) Approval of Acceptance of Donations

	D o n a t i o n Amount	Purpose/Explanation:	Donated by:	Donated to:
a.	\$810.00	Purchase of 3 Sand Play Tables for Pre K Program	Wood-Ridge Public Education Foundation	Catherine E. Doyle School
b.	\$500.00	Performing Arts	Mr. & Mrs. Carfora	WRJRSRHS
c. M	\$1,000.00	High School Play	Mr. & Mrs. Carfora	WRJRSRHS
d. M	\$500.00	Performing Arts	Mr. & Mrs. Carfora	Doyle Elementary

Items a & b only:

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

Items c & d only:

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

F6 (M) Approval to Accept Additional Extraordinary Aid

Approval to accept additional Extraordinary Aid for FY 2017 in the amount of \$65,763.00 and appropriate in FY 2018 in Line Account # as follows:

11-000-100-562	Tuition to Other LEAs within the State – Special Education	\$30,000.00
11-000-216-320	Purchased Professional – Educational	\$35,763.00

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

F7 (M) Approval of Appropriation of Additional State Aid

WHEREAS, N.J.A.C. 6A:23A-13-3(d) provides that a district Board of Education may, at any time appropriate unbudgeted or under budgeted state aid for which budgetary approval was granted by the Commissioner, and

WHEREAS, the Wood-Ridge Board of Education has been advised the District’s 2017-2018 state aid has been increased by \$38,767.

NOW, THEREFORE, BE IT RESOLVED, that the full portion of the increased state aid in the amount of \$38,767 be appropriated and utilized in the 2017-2018 budget as follows:

Revenue		
10-3132	Equalization Aid	\$38,767
Appropriations:		
11-000-216-320	Purchased Professional – Educational	\$38,767

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Mr. Garvin was absent. Mr. Monti abstained.

Motion Carried

F8 (M) Approval of Payments Per Certification of DiCara & Rubino

GDS Mechanical for HVAC upgrades at Wood-Ridge Jr/Sr High School - Payment Application #13 in the amount of \$44,042,00

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

BOARD OPERATIONS

BO 1 Approval of Disposal of Equipment - Doyle

Disposal of the following “Overhead Projection Devices” as Doyle has transitioned to document camera technology.

Quantity	Make	District ID Tag
4	Elmo HP-L355OS DX	None
3	Buhl 9014EDC	000820, 00080, None
1	School Smart 200	None
2	Califone OHP 2000	None

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

BO 2 Approval of STEM Workshops - WRIS

Intermediate School would like to continue to host Mad Science workshops during the second half of the school year. Workshops will be offered to grades 4 – 6 after school from 3 – 4 PM. The cost of \$100 is to the parent and will be paid directly to the vendor. Workshops will begin Monday, February 5th and will run every Monday through April 12th, excluding February 19th, March 5th, and April 2nd.

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

BO 3 Approval of Revision of Substitute Rate of Pay - Grade Pre K-Grade 6

Position	Category	Rate
Teacher (Pre-K – 6)	Per Diem	\$90.00

Introduced by: Mr. Biamonte

Seconded by: Mr. Ambrosio

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

BO 4 (M) Approval of Appointment of School Safety Specialist

Mr. Nicholas Cipriano is designated as the School Safety Specialist for the District as required by 2017 State Law (P.L. 2017 c. 162),

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

BO 5 (M) Approval of the WREA Collective Bargaining Agreement and Salary Guide

Approval of the collective bargaining agreement and salary guides with the WREA for the term beginning July 1, 2017 to June 30, 2021.

Introduced by: Mr. Ambrosio

Seconded by: Mr. Schmidt

ROLL CALL

In Favor: 4

Opposed: 0

Motion Carried

Mr. Garvin was absent. Mr. Monti abstained.

Communications –

Unfinished Business –

New Business –

Hearing of Citizens –

Bonnie Taylor asked about the school performance reports. She asked if the board received her email in accordance with ESSA. Mrs. Taylor also asked if the WRPAN would be linked to the district website.

Madison Christiana asked about her facilities request.

Adjournment -

At 8:02 PM, upon motion of Mr. Biamonte seconded by Mr. Schmidt, the Board voted unanimously to close the Public Meeting.

Respectfully submitted,

Jenine Murray,
Board Secretary