

*SHALER AREA SCHOOL DISTRICT*  
*Voting Meeting*  
*May 16, 2018 – Administration Building*  
*Minutes*

The Board of School Directors of the Shaler Area School District held a Voting Meeting on Wednesday, May 16, 2018, at the Shaler Area Administration Building, Glenshaw, PA, with Dr. April Kwiatkowski, School Board President, presiding. This meeting began at 7:05 p.m.

Board Members Present:               Mrs. Suzanna Donahue  
  Mr. James Fisher  
  Mr. Tim Gapsky  
  Dr. April Kwiatkowski  
  Mr. Jason Machajewski  
  Mrs. Eileen Phillips  
  Mr. James Tunstall

Not Present:                               Mrs. Jeanne Petrovich  
  Mr. Steve Romic

Others Present:                         Mr. Sean Aiken, Superintendent  
  Dr. Bryan O'Black, Assistant Superintendent  
  Mr. Gary Mignogna, Director of Human Resources  
  Ms. Sherri Ludwig, Director of Business Affairs  
  Mr. Matt Hoffman, Solicitor

Notice of this meeting was posted as required.

- Dr. April Kwiatkowski opened the meeting to order at 7:05 p.m.
- Mr. Aiken and Dr. O'Black then recognized the following students and staff for their accomplishments:
  - Teachers George Tepshich and Scott Albert who represented the Shaler Area Music Department, which received the Best Communities for Music Education designation from The NAMM Foundation.
  - Teacher Nick Haberman who was named Holocaust Educator of the Year by the Holocaust Center of Pittsburgh.
  - Students Andrew D'Agostino and Kylie Dougherty, who were two of only 13 high school students from the Pittsburgh section who qualified to compete in the U.S. National Chemistry Olympiad.
- Dr. Kwiatkowski recognized the Public to Speak on Agenda Items.
  - There was none.
- Dr. Kwiatkowski called the meeting to order at 7:19 p.m. and invited all to stand for the Pledge of Allegiance.
- On a motion by Mr. Fisher and a second by Mr. Gapsky, the following Minutes were approved by all in attendance:
  - Committee of the Whole Meeting – April 11, 2018
  - Voting Meeting – April 18, 2018
- Dr. Kwiatkowski then announced items tabled or removed from the agenda:
  - There were none.
- On a motion by Mr. Fisher and a second by Mr. Tunstall, the agenda was approved by all Board members in attendance.

Dr. O’Black then presented the following Educational Items for approval:

<u>ITEM</u> #	<u>EDUCATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> #	<u>ACTION</u> <u>TAKEN</u>
A.1	Approve the second reading of the following revised policies: a. Policy No. 105 – Curriculum b. Policy No. 138 - English as a Second Language/Bilingual Education Program c. Policy No. 239 – Foreign Exchange Students	A.1	<u>Revised Policies – 2<sup>nd</sup> Reading</u>
A.2	Approve the following out-of-state trip: a. Shaler Area High School Performing Arts Department travel to Chicago, IL – April 11-15, 2019 to attend the Festivals of Music Adjudications. Student costs to be offset by district-approved fundraisers. Cost to the district 8 substitute teachers for 3 days.	A.2	<u>Out-of-State Trip</u>

A motion was made by Mr. Gapsky with a second by Mrs. Donahue, to approve Items A.1-3.

After no further discussion, these items were then approved by a roll call vote.

ACTION:  
Approved  
Items A.1-3

Motion Carried: 7 aye; 0 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	Y	Y	Absent	Y	Absent	Y

Mr. Mignogna then presented the following Personnel Items for approval:

<u>ITEM</u> #	<u>PERSONNEL ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP</u> #	<u>ACTION</u> <u>TAKEN</u>
B.1	Approve the following <b>Retirement</b> :		<u>Retirement</u>
a.	Lynn Haffely, Special Education teacher, Middle School, effective June 4, 2018.		
B.2	Approve the following <b>Leave of Absences</b> :		<u>LOAs</u>
a.	Nicole McDonald, Kindergarten teacher, Scott Primary, for a leave of absence effective on or about December 7, 2018 and returning to work on or about January 3, 2019 (the non FMLA portion of her leave).		
b.	Danielle Grimaldo, Guidance Counselor, High School, for a leave of absence effective on or about November 2, 2018 and returning on or about January 3, 2019 (the non FMLA portion of her leave).		
c.	Renee Pawlak, 2 <sup>nd</sup> Gr. Elementary Ed teacher, Reserve, for a Medical Sabbatical, effective for the 2018-19 school year, and returning to work at the beginning of the 2019-20 school year.		

- B.3 Approve the following employees for the **Summer STEAM Camp Program**, held at the Elementary School, effective from 6/11/18 to 6/14/18. Compensation will be in accordance with the Collective Bargaining Agreement.

Summer STEAM  
Camp Program  
Employee

- a. Music Kelly West

- B.4 Approve the following employees for the **Summer School Program**, held at the Middle School/High School, effective from 6/18/18 to 7/19/18, at an hourly rate of \$27.00, per the Collective Bargaining Agreement:

Summer School  
Program Employees

**High School/Middle Summer  
School Program**

- |  |                  |
|--|------------------|
| a. Coordinator/Supervisor              | Jared Dahlgren   |
| b. Science & Math Instructor           | Darren Herrle    |
| c. English & Social Studies Instructor | Steven Balsomico |
| d. English Instructor (AM Only ½ time) | Brian Duermeyer  |

- B.5 Approve the employment of the following **Extended School Year (ESY) employees for summer employment:**

ESY Employees

- |   |  |
|---|--|
| a. Julie Igims (Program Supervisor)     | k. Andrew Sieber (Counselor/Social Skills) |
| b. Cathy Fischer (Primary Teacher)      | l. Marti Beer (Speech Clinician)           |
| c. Kim Young (Primary Teacher)          | m. Scott Albert (Music Teacher)            |
| d. Amanda Carter (Primary Teacher)      | n. Maria Swartzbaugh (Substitute Teacher)  |
| e. William Schleicher (Primary Teacher) | o. Nichol Myros (Substitute Teacher)       |
| f. Janel Biagiarelli (Primary Teacher)  | p. Elizabeth Myros (Substitute Teacher)    |
| g. Scott Hughes (Primary Teacher)       | q. Steve Seidelson (Substitute Teacher)    |
| h. Linda Hrynyszak (Secondary Teacher)  | r. Robin Frye (Substitute Teacher)         |
| i. Daniel Wyant (Secondary Teacher)     | s. Melissa Goetz (Substitute Teacher)      |
| j. Christina Erdlen (Nurse)             |  |

- B.6 Approve the following Supplemental Contracts for **Winter Head Coaches** for the **2019-20** school year (they were previously approved through the 2018-19 school year; this adds a year, to provide them with a 2-year contract):

Supplemental  
Contracts –  
Winter Head  
Coaches

**BASKETBALL (WINTER)**

- |                        |                     |
|------------------------|---------------------|
| a. Boys Varsity Coach  | Robert Neiderberger |
| b. Girls Varsity Coach | Cornelious Nesbit   |

**BOWLING (WINTER)**

- |                        |                 |
|------------------------|-----------------|
| c. Boys Varsity Coach  | Shawn Pilyih    |
| d. Girls Varsity Coach | Samantha Smyers |

**SWIMMING (WINTER)**

- |                             |               |
|-----------------------------|---------------|
| e. Boys/Girls Varsity Coach | Keith Simmons |
|-----------------------------|---------------|

**INDOOR TRACK (WINTER)**

- |                             |            |
|-----------------------------|------------|
| f. Boys/Girls Varsity Coach | Shawn Ryan |
|-----------------------------|------------|

**WRESTLING (WINTER)**

- g. Varsity Coach Drew D'Agostino

- B.7 Approve the following Supplemental Contracts for **Fall Assistant Coaches** for the 2018-19 school year. Compensation will be in accordance with the Collective Bargaining Agreement.

Supplemental  
Contracts – Fall  
Assistant Coaches

**CROSS COUNTRY (FALL)**

- a. 7<sup>th</sup> – 8<sup>th</sup> Assistant Cecilia Petro

**FOOTBALL (FALL)**

- b. Assistant Varsity Allan Tinkey  
c. Assistant Varsity Craig Aguglia  
d. Assistant Varsity Cory Williams  
e. Assistant Varsity Robert Ravenstahl  
f. Assistant JV Joseph Ziglowitsch  
g. Head 9<sup>th</sup> Bill Ament  
h. Assistant 9<sup>th</sup> Nicholas Martier  
i. Head 7<sup>th</sup> – 8<sup>th</sup> Adam Rosenwald  
j. Assistant 7<sup>th</sup> – 8<sup>th</sup> Drew D'Agostino  
k. Assistant 7<sup>th</sup> – 8<sup>th</sup> James Hellinger  
l. Assistant 7<sup>th</sup> – 8<sup>th</sup> Scott Hughes  
m. Volunteer Assistant Bernie O'Brien

**GOLF (FALL)**

- n. Boys Assistant Varsity Peter Brough

**SOCCER (FALL)**

- o. Boys JV Nick Kolarac  
p. Boys 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Assistant Brian Opiela  
q. Boys 7<sup>th</sup> – 8<sup>th</sup> – 9<sup>th</sup> Assistant Dan Monahan  
r. Girls JV Ashley Cuba  
s. Boys Volunteer Assistant Kevin Fuhrer  
t. Boys Volunteer Assistant David Kline

**B.7r.**

**TENNIS (FALL)**

- u. Girls Assistant David DiPasquale

**VOLLEYBALL (FALL)**

- v. Girls Assistant Varsity Matthew White  
w. Girls Assistant Varsity Carrie Bernesser  
x. Girls 9<sup>th</sup> Andrew Schrom  
y. Girls 7<sup>th</sup> – 8<sup>th</sup> Jennifer Schrom

**FACULTY MANAGERS (FALL)**

- z. Gr. 9-12 Faculty Manager Doug Kepreos  
aa. Gr. 7-8 Faculty Manager George Alexander

- B.8 Approve the supplemental contracts for **Department Chair Coaches** for the 2018-19 school year. Compensation shall be in accordance with the terms of the Collective Bargaining Agreement.

**B.8** Supplemental  
Contracts – Dept.  
Chair Coaches

- B.9 Approve the supplement contracts for **Grade Level Chair Coaches – Grades K-3 (Non-Building Specific Positions)** for the 2018-19 school year. Compensation will be in accordance with the terms of the Collective Bargaining Agreement. **B.9** Supplemental Contracts – Grade Level Chair Coaches (K-3)
- B.10 Approve the supplemental contracts for **Technology Support Coaches** for the 2018-19 school year. Compensation shall be in accordance with the terms of the Collective Bargaining Agreement. **B.10** Supplemental Contracts – Technology Support Coaches
- B.11 Approve the following 14 students for **temporary summer employment** for 2018, according to the provisions set forth in the **Summer Employment Program** (up to 30 students), adopted by the Board on February 21, 2018. 17 applicants were approved at the April 18, 2018 Board Meeting, and all subsequent applicants will be approved in numbered order in the event that previously-approved students decline the position, then the next numbered applicant will be called. Temporary Summer Employment
- |     | <b>Name:</b>     | <b>Start Date:</b> |
|-----|------------------|--------------------|
| 18. | Michael Bushem   | June 11, 2018      |
| 19. | Christopher Carr | June 4, 2018       |
| 20. | Joseph Scolieri  | June 4, 2018       |
| 21. | Jade Hromanik    | June 4, 2018       |
| 22. | Carson Landolina | June 4, 2018       |
| 23. | Cody Kelley      | June 4, 2018       |
| 24. | Jeremy Hall      | June 4, 2018       |
| 25. | Sheyanne Ondich  | June 4, 2018       |
| 26. | Pearl Demas      | June 4, 2018       |
| 27. | Mya Pelletiro    | June 4, 2018       |
| 28. | Connor Nemcik    | June 4, 2018       |
| 29. | John Castello    | June 4, 2018       |
| 30. | Nathan Fricks    | June 4, 2018       |
| 31. | Steven Pastierik | June 4, 2018       |
- B.12 Approve the Act 93 Agreement for Shaler Area School District Administrators and members of the Act 93 group, effective July 1, 2018 through June 30, 2023. **B.12** Act 93 Agreement
- B.13 Approve the following applicants in the **Community Recreation Swim Program** for the 2017-18 school year: Community Recreation Swim Program
- a. Michael McKinley, Lifeguard
  - b. Ryan McKinley, Lifeguard
  - c. Noah Paszkowski, Lifeguard
- B.14 Approve the employment of Special Education, Speech and Gifted teachers as needed for summer evaluations, Individual Education Plan (IEP) writing and curriculum writing (cost estimate not to exceed \$5,000, including Social Security and other payroll costs). Teachers for Summer Evaluations, IEP Writing & Curriculum Writing

B.15 Approve the following day-to-day **Substitute Teachers** for the 2017-18 school year:

Day-to-Day  
Substitute –  
Teachers

- a. Stella Miller, Elementary Education K-6 & Instructional Technology
- b. Khristee Popowski, Gr. PK-4

A motion was made by Mr. Gapsky with a second by Mrs. Donahue, to approve Items B.1-15.

Mr. Mignogna clarified that two summer workers approved in April declined, so the total is 29 students. Dr. Kwiatkowski asked about Item B.2b and Mr. Mignogna said the district is interviewing for a long-term substitute to be on the June agenda. Dr. Kwiatkowski also clarified if the technology coaches for Item B.10 would have additional training for the new student information service. Dr. O’Black said it will be in addition to the work they currently do. After no further discussion, these items were then approved by a roll call vote.

ACTION:  
Approved  
Items B.1-15

Motion Carried: 7 aye; 0 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	Y	Y	Absent	Y	Absent	Y

Ms. Ludwig then presented the following Finance items for approval:

<u>ITEM #</u>	<u>FINANCE &amp; OPERATION ITEMS RECOMMENDED FOR APPROVAL</u>	<u>SUP. #</u>	<u>ACTION TAKEN</u>
C.1	APPROVE FUND PROFILES		
	A. General Fund – Schedule of Bills and Addendum	C.1A	<u>Fund Profiles</u>
	B. Cafeteria Fund – Schedule of Bills	C.1B	
	C. Bond Fund – Schedule of Bills	C.1C	
	D. Budget Transfers	C.1D	
	E. Year-to-Date Financial Reports	C.1E	
	F. Fund Profiles and Investments	C.1F	
	G. Student Activity Funds & Investments – High School, Middle School, and Elementary School Accounts – January 1, 2018 through March 31, 2018	C.1G	
C.2	Cafeteria Operating Statement	C.2	<u>Cafeteria Operating Statement</u>
C.3	Approval of the proposed 2018-19 A.W. Beattie Center Budget dated April 4, 2018, as approved by the A.W. Beattie Center Joint Operating Committee on April 26, 2018, totaling \$9,470,125. The Shaler Area School District share is as follows:	C.3	<u>Proposed 2018-19 A.W. Beattie Career Center Budget</u>

	2018-19 School Year	Change
Beattie Operating Budget	\$1,302,597	\$23,200

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Capital Budget	\$0	(\$3,243)
Debt Service	\$189,835	\$1,164
<b>Total</b>	<b>\$1,492,432</b>	<b>\$21,121</b>

- C.4 Recommend the award of the following bids that were opened on April 2, 2018.

Art Supplies	Recommend as submitted
Consumable Products	Recommend as submitted
Lumber	Recommend as submitted
Science Supplies	Recommend as submitted
Physical Education	Recommend as submitted

- C.4 Award Supply Bids

- C.5 Approve the appointment of Jeanne Hohlweg as District Treasurer effective July 1, 2018 through June 30, 2019.

District Treasurer

- C.6 Approval of the Pennsylvania Department of Education's Division of Food and Nutrition Annual Food Service Management Company (FSMC) renewal year contract with The Nutrition Group to provide the operation of the food service program for the District. Approval of the Nutrition Group's budget which is approximately \$10,424 profit.

- C.6 The Nutrition Group Contract and Budget

- C.7 Motion to authorize sheriff sale proceedings against 3020 White Tail Lane, Shaler, per an agreement under which Angelo and Sue Anna Tabuso have deposited \$7,000 to fund the sale.

- C.7 Authorize Sheriff Sale

- C.8 Approval of a four-year lease agreement with Apple Financial Services to lease 630 iPads for new incoming students in grade 7 and to replace 10<sup>th</sup> grade, 170 iPads to replace staff iPads in grades 7-12 in the amount of \$241,471.52.

- C.8 Apple Financial Services Lease Agreement

- C.9 Recommend the adoption of the 2018-19 Proposed Final Budget in accordance with Section 687 of the School Laws of Pennsylvania and requests authorization for the budget to be made available for public inspection for 20 days beginning not later than May 31, 2018. The 2018-19 Proposed Final Budget is estimated at \$84,967,675 with the levying of 23.5319 mills, which includes a .25 mill increase over the 2017-18 budget. Approval of the 2018-19 Final General Fund Budget is scheduled for June 20, 2018.

- C.9 2018-19 Proposed Final Budget

<b>REVENUES</b>	<b>2017-18 FINAL BUDGET</b>	<b>2018-19 BUDGET</b>
6000-Local Sources	\$52,082,629	\$53,487,335
7000-State Sources	\$27,057,283	\$27,978,578
8000-Federal Sources	\$908,426	\$720,000
9000-PSERS Retirement Reserve		
9000-Other (Fund Balance)	\$3,788,397	\$2,781,762
<b>TOTAL REVENUES</b>	<b>\$83,836,735</b>	<b>\$84,967,675</b>
<b>EXPENDITURES</b>	<b>2017-18 FINAL BUDGET</b>	<b>2018-19 BUDGET</b>
1100-Regular Instruction	\$35,609,799	\$36,645,769
1200-Special Education Instruction	\$11,984,079	\$11,999,458

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1300-Vocational Education Instruction	\$1,412,027	\$1,587,725
1400-Other Instructional Programs	\$1,466,695	\$1,444,435
2100-Pupil Personnel	\$2,660,969	\$2,792,876
2200-Instructional Staff Services	\$1,113,137	\$1,060,682
2300-Administration	\$3,970,904	\$3,982,275
2400-Pupil Health	\$1,207,218	\$1,237,227
2500-Support Services-Business	\$791,584	\$865,027
2600-Operation & Maintenance	\$7,673,563	\$7,714,118
2700-Student Transportation	\$5,232,844	\$4,897,181
2800-Support Services-Central	\$1,617,885	\$1,728,490
2900-Other Support Services	\$61,428	\$65,000
3200-Student Activities & Athletics	\$1,469,380	\$1,600,220
3300-Community Services	\$10,700	\$34,750
4600-Building Improvement	\$45,000	\$20,000
5100-Refunds from Prior Years' Expenditures/Beattie Debt Service	\$474,884	\$252,342
5200-Debt Service Fund Transfer	\$7,034,642	\$7,040,100
<b>TOTAL EXPENDITURES</b>	<b>\$83,836,735</b>	<b>\$84,967,675</b>

A motion was made by Mr. Tunstall with a second by Mr. Fisher, to approve Items C.1-8.

Mr. Gapsky asked if there was an option to purchase the iPads used. Dr. O'Black said the district uses the devices for 6-7 years, so to buy used equipment would not provide the duration of use the district would need. Dr. Kwiatkowski said the newer iPad cases are nicer than the older ones and asked if it is cost prohibited to upgrade all cases. Dr. O'Black said the bases will be bought through the company that repairs the district iPads and with that comes a warranty for free screen repairs. Dr. Kwiatkowski also asked about The Nutrition Group's budget. Kim Cassidy, with The Nutrition Group said the budget includes \$10,424 profit. She also announced that the district received close to \$20,000 in a grant to promote the breakfast program. Ms. Cassidy said it is the most of any of her district accounts. Mr. Aiken added that not many schools in western Pennsylvania received the grant. Ms. Cassidy said The Nutrition Group worked with each building to decide how they would implement a breakfast program well. She said The Nutrition Group meets monthly with the district and although Shaler Area is a large district, it has a small district mentality in that the people really care about the students. She added that there will not be a summer food program through the district this year because there are many others in the communities. After no further discussion, these items were then approved by a roll call vote.

**ACTION:**  
**Approved**  
**Items C.1-8**

Motion Carried: 7 aye; 0 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
Y	Y	Y	Y	Y	Absent	Y	Absent	Y



A motion was made by Mr. Fisher with a second by Mr. Tunstall, to approve Item C.9.

ACTION:  
Approved  
Item C.9

Dr. Kwiatkowski said the school district has made a promise to cut in other places and not cut programs and the 2018-19 budget reflects this. Mr. Tunstall said the district continues to move forward and great things are happening in the district. Mrs. Donahue asked how the district would make ends meet without sacrificing programs and the 0.25-mill increase is not thinking long term. She asked why the 0.25-mill increase compared to no increase or to the full Act 1 Index. Mr. Aiken said the 0.25-mill increase will help balance the budget with the fund balance. He added that six of the past 11 years have seen a tax increase to the Index. Mr. Aiken said the district will continue the process of attrition and being financially responsible. The district is looking at every decision through that lens. He added that Shaler Area has a revenue challenge and as soon as the budget is approved the district starts the process for the next year. The district has not sacrificed its academic programs and the district will continue to make that decision. He said the district knows the challenges ahead, but it would be three years in a row of raising taxes to the Index if they did so this year. Mr. Gapsky asked if there will be any relief with retirement incentive benefits coming to an end. Mr. Mignogna said there will be some savings as retirees reach age 65. Mr. Tunstall added that PSERS increases every year and it is not easy and the safety of students doesn't come without a cost either. Mr. Gapsky said he appreciates the efforts of Ms. Ludwig, Dr. O'Black and Mr. Aiken but thinks the district is heavy at the top and money could be saved. Mr. Fisher clarified a student activities and athletics expenditure in the budget which was for instruments and uniforms. After no further discussion, this item was then approved by a roll call vote.

Motion Carried: 5 aye; 2 nay

Donahue	Fisher	Gapsky	Kwiatkowski	Machajewski	Petrovich	Phillips	Romac	Tunstall
N	Y	N	Y	Y	Absent	Y	Absent	Y

- Dr. Kwiatkowski then announced the following upcoming meetings:
  - Thursday, May 24, 2018
    - 6:00 p.m. – A. W. Beattie Committee, Babcock Blvd.
  - Wednesday, June 6, 2018
    - 6:00 p.m. – Policy Committee
  - Wednesday, June 13, 2018
    - 7:00 p.m. – Committee of the Whole Meeting
  - Wednesday, June 20, 2018
    - 7:00 p.m. – Voting Meeting
- Announcement of Past Executive Sessions was made by Dr. Kwiatkowski.
- Dr. Kwiatkowski then asked if there was any other business to come before the board.
  - Mr. Fisher invited all board members to the following Thursday's A.W. Beattie meeting and picnic. He also reported that the Land Bank bought its first two properties. The properties were the easiest to acquire. The other properties it is considering involves more bureaucratic negotiations. There are two properties in Etna and two in Millvale that are on the list.
  - Dr. O'Black clarified the Policy Committee meeting on June 6 will address class rank, facilities usage and supplemental contracts for coaches.
  - Mr. Fisher clarified one personnel item that listed Scott Primary.

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After no further items were presented, on a motion by Mr. Gapsky and second by Mrs. Donahue, the Business Meeting was adjourned at 7:58 p.m.

Dr. Kwiatkowski then recognized the public to speak on any non-agenda item:

- Dorothy Petrancosta, of Skylark Drive, asked why Scott Primary was so far behind. Dr. Kwiatkowski said she was at the school over the weekend and crews were there working. Mr. John Kaib, supervisor of buildings and grounds, said crews are not working more than 8-hour days, but they are working over the weekends. Mr. Aiken said they will have substantial completion on May 30 but the gym and cafeteria are farther behind. Mr. Kaib said the tile is being laid quickly and then it will get turned over to his department. Mr. Aiken added that there is another Scott Primary School Town Hall meeting on June 4, and the district will provide more updates at that time.

When no one approached the podium, the meeting's Final Adjournment occurred at 8:02 p.m.

Respectfully submitted,

Bethany Baker  
Assistant Board Secretary