

BOARD MEETING

A regular meeting of the Glen Ridge Board of Education was held on Thursday, September 12, 2016 at 7:04pm at the Glen Ridge High School- Media Center

The meeting was held in accordance with applicable NJ Statutes governing public Board of Education meetings.

The Pledge of Allegiance and a Moment of Silence were observed.

PRESENT

- Ms. Hilberth - (Left meeting after Exec Session at 8:03pm)
- Mr. Keppel
- Ms. Lang
- Ms. St. Auburn
- Dr. Yaros-Ramos
- Ms. Ginsburg

NOT PRESENT

- Mr. Campbell
- Mr. de Leeuw
- Mr. Romano

STATEMENT OF PUBLIC MEETING NOTICE

This is a regular meeting of the Glen Ridge Board of Education. Adequate notice of this change of meeting location and time has been provided in that this Board notified the Glen Ridge Paper and the Star Ledger on January 8, 2016. Said notice was published in the Star Ledger on January 13, 2016 and the Glen Ridge Paper on January 14, 2016. The date, time, and location of this meeting were also emailed to all recipients of the annual schedule of the Board's meetings.

- Dirk Phillips, Superintendent
- Peter Caprio, Business Administrator/Board Secretary

7:06pm –8:03pm Executive Session

Moved: Ms. St. Auburn Seconded: Ms. Hilberth

WHEREAS, a matter to be considered by the Board of Education deals with personnel, negotiations and/or possible litigation, and

WHEREAS, public disclosure of this matter may be prejudicial to the public good,

NOW, THEREFORE, BE IT RESOLVED, that this matter be considered in a meeting closed to the public; and

BE IT FURTHER RESOLVED, that the minutes of this meeting be sealed until the matter is resolved.

Adjourn to closed session

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Aye	Aye	Aye	Not Present	Aye	Aye	Aye

Public Session – Ms. St. Auburn motioned to return to public session at 8:03 pm. Ms. Lang seconded the motion.

PRESIDENT'S REPORT

- Ms. Ginsburg discussed the following:
- Montclair Charter School
 - Fund Formula Study by the State Legislature

SUPERINTENDENT'S REPORT

- Mr. Phillips discussed the following:
- The renovation of the High School, Linden Avenue and Forest Avenue Libraries
 - The implementation of the one to one Chromebook initiative for grades 7 to 12
 - 8 new instructional staff were hired
 - All staff orientation went well
 - The focus this year will be review of the Math Curriculum, Security, Facilities and Sustainability
 - The High School HVAC project will be starting

-Asked everyone to attend the October 18, 2016 discussion on the proposed Bond Referendum

PUBLIC COMMENTS (Agenda Items)

NONE

COMMITTEE REPORTS (First meeting of the month only)

Curriculum Committee

Personnel and Policy Committee

Negotiations Committee

Finance and Facilities Committee – Mr. Keppel reported that the committee discussed the long range capital plan and the revision of projects to be included in the proposed Bond Referendum.

Communications Committee

Alternative Funding Committee

LIAISON REPORTS (First meeting of the month only)

Home & School Associations

Ridgewood Avenue Home and School – Ms. Land reported that the following was discussed:

-Back to School Night

-Results of the PARRC Testing

-Bring your own devices for grades 4, 5 and 6

Glen Ridge Association for Special Education (GRASE)

Glen Ridge Educational Foundation (GREF)

Glen Ridge Athletic Association (GRAA)

Glen Ridge Arts Patrons Association (GRAPA)

Gas Lamp Players

MINUTES

M-1 Board of Education Minutes

Moved: Mr. Keppel

Seconded: Dr. Yaros-Ramos

Approve the Glen Ridge Board of Education minutes of the following meetings:

June 20, 2016- Executive Session and Regular Meeting

July 28, 2016- Executive Session and Regular Meeting

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

ADMINISTRATION

A-1 First Reading of New and/or Revised Policies and Regulations

Moved: Ms. Lang

Seconded: Ms. St. Auburn

Approve the first reading of new and/or revised policies and regulations of the Glen Ridge Board of Education as follows:
(Exhibit A-1)

- P 1220 Employment of Chief School Administrator (M)
- P 1310 Employment of School Business Administrator/Board Secretary
- R 2414 Programs and Services for Students in High Poverty and in High Need School Districts (M)
- P 3111 Creating Positions
- P 3124 Employment Contract
- P 3125 Employment of Teaching Staff Members (M)
- P 3125.2 Employment of Substitute Teachers
- P & R 3126 District Mentoring Program
- P 3141 Resignation
- P & R 3144 Certification of Tenure Charges
- P 3159 Teaching Staff Member/School District Reporting Responsibilities
- P3214 Conflict of Interest (Teaching Staff)
- P 3231 Outside Employment as Athletic Coach

- P 3240 Professional Development for Teachers and School Leaders (M)
- R 3240 Professional Development for Teachers and School Leaders
- P & R 3244 In-Service Training (M) (Abolished)
- P 4159 Support Staff Member/School District Reporting Responsibilities
- P 5305 Health Services Personnel
- R 5330 Administration of Medication (M)
- P 5350 Student Suicide Prevention
- R 5350 Student Suicide
- P 9541 Student Teachers/Interns
- P 5339 Screening for Dyslexia (M)
- P 5460 High School Graduation (M)
- P 5514 Student Use of Vehicles on School Grounds
- R 5514 Student Use of Vehicles (Abolished)
- P 7481 Unmanned Aircraft Systems (UAS also known as Drones) (New)
- P & R 8441 Care of Injured and Ill Persons (M)
- P 8454 Management of Pediculosis (New)
- P 8630 Bus Driver/Bus Aide Responsibility (M)
- R 8630 Emergency School Bus Procedures (M)

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

PERSONNEL

P-1 Appointments

Moved: Ms. St. Auburn Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve the appointment of the following staff:

- a. Nicholas Benevento, as a Special Education Teacher at Glen Ridge High School on MA Step 3 (\$58,992), effective September 1, 2016 through June 30, 2017.
- b. Danielle Chesney, as an Art Teacher at Forest/Linden Avenue Schools on BA Step 10 (\$58,324), effective September 1, 2016 through June 30, 2017.
- c. Regina Cora, as a Part-Time Aide at Glen Ridge High School on Step 1 (\$18.85), effective September 1, 2016 through June 30, 2017.
- d. Elizabeth Dalton, as a Part-Time Aide at Forest Avenue School on Step 1 (\$18.85), effective September 1, 2016 through June 30, 2017.
- e. Brian Dorflauer, as a Part-Time Aide at Ridgewood Avenue School on Step 1 (\$18.85), effective September 1, 2016 through June 30, 2017.
- f. Cassandra Grossi, as a Part-Time Aide at Linden Avenue School on Step 1 (\$18.85), effective September 12, 2016 through June 30, 2017.
- g. Mae Jan, as a Part-Time Chinese Teacher at Glen Ridge High School on MA Step 9 (\$25,190), effective September 1, 2016 through June 30, 2017.
- h. Mark Kauderer, as a Part-Time Math Teacher at Glen Ridge High School on MA32 Step 13 (\$45,417.60), effective September 1, 2016 through June 30, 2017.
- i. Francesca Laddaga, as a Part-Time Aide at Ridgewood Avenue School on Step 1 (\$18.85), effective September 1, 2016 through June 30, 2017.
- j. Dawn Miller, as a Leave Replacement Primary 1 Teacher (replacing K. Waldron) at Forest Avenue School on BA Step 1 (\$52,243) until the return of the permanent staff member.

- k. Nicholas Simatos, as a Part-Time Aide at Ridgewood Avenue School on Step 1 (\$18.85), effective September 1, 2016 through June 30, 2017.
- l. Beth Simon, as a Leave Replacement 3rd Grade Teacher (replacing B. Murach) at Ridgewood Avenue School on MA Step 11 (\$66,318) anticipated start date of November 14, 2016 until the return of the permanent staff member.
- m. Marcella Tannis, as a Part-Time Aide at Ridgewood Avenue School on Step 1 (\$18.85), effective September 1, 2016 through June 30, 2017.
- n. Sarah Viterito, as a PSD Teacher at Linden Avenue School on MA Step 6 (\$59,634), effective October 14, 2016 through June 30, 2017.
- o. Cory Dowd, as a Part-Time Aide at Linden Avenue School on Step 1 (\$18.85), effective August 15, 2016 through June 30, 2017.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

P-2 Substitutes

Moved: Ms. St. Auburn Seconded: Ms. Lang

Approve the addition of the following to the Substitute list for the 2016-2017 school year:

- Abu Ahmed (Custodian)
- Nicole Bornemann
- Melissa Braxton
- Alexia De Fays
- Karissa Hearn
- Ana Ruiz
- Michele Szwed

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

P-3 Coaches/Athletics, Co-Curricular/Club Advisors

Moved: Ms. St. Auburn Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve the appointment of the following:

- a. Heather Ballantyne, Drama Director at Ridgewood Avenue School, on Guide 5 Year 1 Step 1 (\$3,325), for the 2016-2017 school year.
- b. Devin Bukowczyk, Assistant Field Hockey Coach at Glen Ridge High School, on Guide 3 Year 2 Step 1 (\$5,970) for the 2016-2017 school year.
- c. Allison Gallo, (.5) Journalist Advisor at Glen Ridge High School on Guide 3 Year 5 Step 3 (\$2,985) for the 2016-2017 school year.
- d. Aileen Musynske, Assistant Girls Lacrosse Coach at Glen Ridge High School, on Guide 3 Year 5 Step 3 (\$6,362) for the 2016-2017 school year.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

P-4 Resignations/Retirements

Moved: Ms. St. Auburn Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve the following:

- a. Accept with regret, the resignation of Julie Burns, Art Teacher at Forest & Linden Avenue Schools, effective July 20, 2016.
- b. Accept with regret, the resignation of Anna Geraci, Part-Time Aide at Forest Avenue School, effective August 17, 2016.
- c. Accept with regret, the resignation of Edward Lisovicz, Part-Time Aide at Forest Avenue School, effective August 27, 2016.
- d. Accept with regret, the resignation of Ann Murphy, Part-Time Aide at Glen Ridge High School, effective August 12, 2016.
- e. Accept with regret, the resignation of Lisa Schragger, Math Teacher at Glen Ridge High School, effective August 10, 2016.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

P-5 Transfers

Moved: Ms. St. Auburn Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve the transfer of the following:

- a. Keisha Harris, from Assistant Principal at Ridgewood Avenue School to Assistant Principal at Glen Ridge High School, effective July 1, 2016 through June 30, 2017.
- b. Jonathan Heitmann, from Assistant Principal at Glen Ridge High School to Assistant Principal at Ridgewood Avenue School, effective July 1, 2016 through June 30, 2017.
- c. John Poff, from Part-Time Aide at Ridgewood Avenue School to Part-Time Aide at Glen Ridge High School on Step 3 (\$19.05), effective July 1, 2016 through June 30, 2017.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

P-6 Childcare Program

Moved: Ms. St. Auburn Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve the appointment of the following:

- a. Tayteeona Cureton, as an Aide for the Childcare Program at a rate of \$11.71 per hour effective September 1, 2016 through June 30, 2017.
- b. Marissa Gally, as an Aide for the Childcare Program at a rate of \$11.71 per hour effective September 1, 2016 through June 30, 2017.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

P-7 Leave of Absence

Moved: Ms. St. Auburn Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve the following:

- a. A maternity leave of absence to Elizabeth Murach, 3rd Grade Teacher at Ridgewood Avenue School, effective November 28, 2016. Ms. Murach will utilize her unused sick days as per the Master Agreement, her anticipated return date is March 20, 2017.
- b. A maternity leave of absence to Genna Chiapperini, 1st Grade Teacher at Forest Avenue School, effective December 23, 2016. Ms. Chiapperini will utilize her unused sick days as per the Master Agreement, her anticipated return date is April 17, 2017.
- c. A medical leave of absence to Michael Pierro, Custodian at Linden Avenue School, effective September 12, 2016, and his anticipated return date is December 12, 2016.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
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Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye
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P-8 Student Workers

Moved: Ms. St. Auburn Seconded: Ms. Lang

Approve the following student workers, not to exceed 10 hours per week, starting September 6, 2016 through June 30, 2017:

Kevin Richardson	\$8.59
Christopher Waldt	\$8.59

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

CURRICULUM

C-1 Field Trips

Moved: Dr. Yaros-Ramos Seconded: Ms. St. Auburn

Upon the recommendation of the Superintendent, approve the following:

- a. Confucius Classroom Students (grades 7-10) to attend a Rutgers University China Art and Culture Day, at Rutgers University in New Brunswick, NJ on September 21, 2016, as per the attached. (Exhibit C-1.a).
- b. Cross Country Team and Chorus (grades 9-12) to attend Dedication of Track to Horace Ashenfelter, at Watsessing Park in East Orange, NJ on October 14, 2016, as per the attached. (Exhibit C-1.b)

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

BUSINESS

B-1 Financial Reports

Moved: Mr. Keppel Seconded: Ms. Lang

Approve the following financial reports as recommended by the Finance Committee:

a. Student activity account bills list as follows:

School	July 2016	August 2016
Ridgewood Avenue School	\$50.00	\$44.83
Linden Avenue School	\$0	\$0
Forest Avenue School	\$895.00	\$0
Glen Ridge High School	\$4,994.46	\$928.70
Glen Ridge High School Athletics	\$99.38	\$782.61

b. Approve the Bills list:

July 2016	\$1,769,973.99
August 2016	\$1,471,853.52

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-2 Workshops/Conferences

Moved: Mr. Keppel Seconded: Ms. Lang

Approve attendance at workshops/conferences for the following:

- a. Lauren Bas, Guidance Counselor, to attend *Anti-Bullying for Educators Specialist Program*, being held in Monroe, NJ on October 13, 2016, February 7, 2017 and April 25, 2017 for a total registration cost of \$450.00.

- b. Cindee Bulthaupt, Learning Consultant, to attend *Anti-Bullying for Educators Specialist Program*, being held in Monroe, NJ on October 13, 2016, February 7, 2017 and April 25, 2017 for a total registration cost of \$450.00.
- c. Odalie Curits, Denise Anecchino, Heather Sinton, Caitlin Massey, Alejandra Otero and Heather Kobylinski to take a Webinar *Suicide Risk Assessment*, on September 9, 2016 for a total registration cost of \$20.00.
- d. Paulette Cinotti, 6th Grade Teacher, to attend *NJ Science Teachers Convention*, being held in Princeton, NJ on October 25, 2016 for a total registration cost of \$175.00.
- e. Heather Kobylinski, Counselor, to attend *Anti-Bullying for Educators Specialist Program*, being held in Monroe, NJ on October 13, 2016, February 7, 2017 and April 25, 2017 for a total cost of \$526.26 (\$450.00 registration fee plus \$76.26 travel).
- f. Heather Kobylinski, Counselor, to attend *Suicide Prevention Conference*, being held in New Brunswick, NJ on September 12, 2016 for a total travel cost of \$16.62.
- g. Alejandra Otero, Psychologist, to attend *Anti-Bullying for Educators Specialist Program*, being held in Monroe, NJ on October 13, 2016, February 7, 2017 and April 25, 2017 for a total registration cost of \$450.00.
- h. Shihong Zhang, Math Teacher, to attend *9th Annual K-12 Chinese Language Teachers Workshop*, being held at Rutgers University in New Brunswick, NJ on September 2, 2016 for a total registration cost of \$30.00.
- i. Dirk Phillips, Winnie Boswell, Peter Caprio, John DuBuque, and Michael Donovan to attend the 2016 NJ School Boards Convention being held in Atlantic City, NJ from October 25-27, 2016 for an approximate cost not to exceed \$750 per person.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-3 Workshop for Board Member - TABLED

Approve attendance at workshops/conferences for Elisabeth Ginsburg, to attend the 2016 NJ School Boards Convention being held in Atlantic City, NJ from October 25-27, 2016 for an approximate cost not to exceed \$750 per person.

B-4 Workshop for Board Member - TABLED

Approve attendance at workshops/conferences for Tracey St. Auburn to attend the 2016 NJ School Boards Convention being held in Atlantic City, NJ from October 25-27, 2016 for an approximate cost not to exceed \$750 per person.

B-5 Donations

Moved: Mr. Keppel Seconded: Ms. Lang

Accept, with thanks, the generous donation of a Subscription to Mathseeds from December 2016 through December 2017 (valued at \$749.00) from the Forest Avenue Home & School to enhance the math program at Forest Avenue School. (Exhibit B-5).

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-6 Out-of-District Placements

Moved: Mr. Keppel Seconded: Ms. Lang

Approve the out-of-district placement of the following student for the 2016-2017 school year with transportation to be provided by the district unless noted:

<u>Student</u>	<u>Placement</u>	<u>Tuition</u>
18105	Grove School	\$129,440.04
20015	West Essex Regional School District	\$47,528.00
20004	West Essex Regional School District	\$47,528.00
19034	West Essex Regional School District	\$47,528.00
22107	West Essex Regional School District	\$47,528.00

22032	West Essex Regional School District	\$47,528.00
16027	Crossroads School	\$14,500.00
16030	Crossroads School	\$14,500.00
18502	Holmstead School	\$51,219.00
30012	Forest Glen School-Bloomfield	\$27,357.00
26002	Laning Avenue School	\$28,276.00
31003	Laning Avenue School	\$41,644.00

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-7 Physical Therapy Services

Moved: Mr. Keppel Seconded: Ms. Lang

Approve physical therapy services to be provided by Next Step Pediatric Therapy, LLC at a rate of \$84.00 per hour for the 2016-2017 school year.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-8 Termination of Therapy Services

Moved: Mr. Keppel Seconded: Ms. Lang

Approve the termination of contract with Stepping Stones, Physical Therapy Services effective August 1, 2016.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-9 Professional Support/Non Public Service Agreement

Moved: Mr. Keppel Seconded: Ms. Lang

Approve the Professional Support/Non Public Service Agreement with Educational Services Commission of Morris County effective July 1, 2016 through June 30, 2017.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-10 Professional Services

Moved: Mr. Keppel Seconded: Ms. Lang

Approve the Professional Service Agreement between Glen Ridge School District and the Delta-T Group North Jersey, Inc. for the 2016-2017 school year.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-11 Access Control Alarm Integration

Moved: Mr. Keppel Seconded: Ms. Lang

Approve the purchase and installation of Access Control Alarm Integration under the PEPPM Technology Bidding and Purchasing Program Cooperative from A+ Technology & Security, Inc. in the amount of \$39,960.02.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

B-12 Master Taxable Lease Purchase Agreement

Moved: Mr. Keppel Seconded: Ms. Lang

Be it resolved, that the Board of Education approve the Master Taxable Lease Purchase Agreement with US Bancorp Government Lease and Finance, Inc. for the lease purchase of the principal amount of \$238,000 for Chromebooks, at an interest rate of 2.529% commencing October 1, 2016; and further authorize the Board President and Board Secretary to execute all documentation needed to facilitate the closing of the transaction after review by Board Counsel.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

Public Comments

-What schools will be part of the One to One program? Mr. Phillips stated that only the High School will have the One to One Program and that Ridgewood Avenue School has a Bring Your Own Device Program.

ADJOURNMENT

Ms. Lang motioned to adjourn at 8:30 pm. Ms. St. Auburn seconded the motion. The meeting was adjourned at 8:30 pm.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Not Present	Not Present	Not Present	Aye	Aye	Not Present	Aye	Aye	Aye

Respectfully submitted,

Peter Caprio
Board Secretary