

**POTLATCH SCHOOL DISTRICT NO. 285
BOARD OF TRUSTEES MEETING
December 10, 2009**

The Board of Trustees of Potlatch School District No. 285 met in regular session on Thursday, December 10, 2009 at 6:00 p.m. in the Potlatch Jr.-Sr. High School Library for policy review then complete regular business. Members present: Doug Scoville, Zone 1 and Charlie Johnson, Zone 3. Others present: Superintendent Joseph Kren and Clerk Gwen Burkgart. Visitors were registered in the guest book.

Chairman Doug Scoville called the policy review meeting to order.

Heidi Davis, Zone 4 arrived at 6:03 p.m.

Charlie Johnson moved and Heidi Davis seconded to accept Policy #5270 (PERSONNEL) Report of Suspected Child Abuse, Abandonment or Neglect as amended in its 3rd and final form. Motion carried. (3 ayes) (Absent and not voting, Mark Moorer, Zone 3 and Shirley Ackerman, Zone 5) (See attached Exhibit 1, 12/10/09)

Charlie Johnson moved and Heidi Davis seconded to accept Policy #5320 F1 (PERSONNEL) Drug and Alcohol Abuse Testing Acknowledgment and Policy #5320 F2 (PERSONNEL) Drug and Alcohol Abuse Testing Agreement in its 3rd and final form. Motion carried. (3 ayes) (Absent and not voting, Mark Moorer, Zone 3 and Shirley Ackerman, Zone 5) (See attached Exhibit 2, 12/10/09)

Charlie Johnson moved and Heidi Davis seconded to accept Policy #5340 (PERSONNEL) Evaluation of Certificated Personnel in its 3rd and final form. Motion carried. (3 ayes) (Absent and not voting, Mark Moorer, Zone 3 and Shirley Ackerman, Zone 5) (See attached Exhibit 3, 12/10/09)

Mark Moorer, Zone 2 arrived at 6:12 p.m.

Charlie Johnson moved and Mark Moorer seconded to accept Policy #5100 (PERSONNEL) Hiring Process and Criteria as its 2nd reading and move to the 3rd reading. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5100 (PERSONNEL) Hiring Process and Criteria as its 3rd reading and move to the final reading. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5320 (PERSONNEL) Drug and Alcohol Free Workplace as a 2nd reading and move to the 3rd and final reading. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5320 P (PERSONNEL) Drug and Alcohol Abuse Testing Program and Procedures as a 2nd reading and move to the 3rd and final reading. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5360 (PERSONNEL) Dress and Appearance as a 1st reading and move to a 2nd reading. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Heidi Davis seconded to accept Policy #5370 (PERSONNEL) Nonschool Employment by Professional Staff Members as a 1st reading and move to a 2nd reading. Motion carried. (4 12/10/09

ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to accept Policy #5400 (PERSONNEL) Leaves of Absence as a 1st reading and move to a 2nd reading. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Chairman Doug Scoville called the regular meeting to order at 7:00 p.m.

Trustee Mark Moorer publicly recognized Don Renz for his commitment to this community and the children that live here. Mr. Renz volunteers his time and resources in many different ways and because of this the Potlatch School District nominated him for the Idaho School Board Association's "Volunteer of the Year". Mr. Renz was presented with this award at the ISBA's recent convention that was held in Coeur d'Alene.

CONSENT AGENDA

Heidi Davis moved to approve the Consent Agenda as presented. Charlie Johnson seconded. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Consent Agenda items included:

- Minutes:**
1. Regular board meeting held on November 10, 2009
 2. Executive Session meeting held on November 10, 2009

Approval of Bills:

1. November Potlatch Jr. - Sr. High Bills - \$ 4,476.20
2. Potlatch School District #285 – Breakdown:

Additional NOV A/P	\$ 94,448.22
NOVEMBER Payroll	243,291.69
DECEMBER A/P	<u>12,128.23</u>
	\$ 349,868.14

Approval of request from Heidi Eimers to accept credit transfer for the Polish Language Course.
(See attached Exhibit 4, 12/10/09)

TENNIS COURT PROJECT

Mr. Dave Cada approached the trustees with information relating to the refurbishing of the tennis courts that are located on the districts intermediate playground. Mr. Cada indicated that to replace the current courts would be a cost of approximately \$100,000. To repair and resurface the existing court would cost approximately \$18,000. Mr. Cada indicated that once the courts were repaired that the city crew as well as he would provide the man-power to maintain the courts.

Mark Moorer moved to allow Dave Cada to research funding sources for this project then report back on his findings. It was noted that the district has no funds available to help with this type of project. Heidi Davis seconded. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

“WHATS RIGHT IN POTLATCH”

This year at Potlatch Elementary Mr. Maxwell has started a Boys Advocacy and Mentoring (BAM!) group. BAM! Is a group that strives to teach boys leadership and relationship skills through strategic storytelling, discussion and activity. Mr. Maxwell, SRO Deputy Middleton as well as other adult males who want to have a positive influence on the young men help run the program. This group meets Friday mornings from 8:15 – 9:00.

COMMUNICATIONS

- Thank-you card from the Craig Cochran family.
- Thank-you card from the Idaho School Board Association for our district's continued membership.

ADMINISTRATIVE REPORTS

High School Principal, Kent Sherwood

- The topic of “Senior Projects” was discussed in the recent staff meeting and the staff is working on a model to hopefully bring to the board in its March regular meeting for approval.
- Students in all grades participated in the Direct Writing Assessment on December 1. Only students in selected grade levels are scored at the state level, but students in all grades spent 90 minutes writing on the state provided prompt. The next day, 8th & 10th grade students took part in the Direct Math Assessment which was another 90 minute activity.
- On November 19th, Mr. Sherwood attended a regular meeting of the Child Abuse Task Force I Moscow. This meeting involves personnel from Latah County that included the district attorney’s office, Moscow Police Department, Latah County Student Resource Officer, various probation and parole officials and a number of school counselors and administrators. The main topic of the day was “sexting.” There was also discussion about school-age bullying and harassment. Mr. Sherwood’s plans are to organize an all-school assembly in February or March.
- Ashley Carpenter and Jackie Hopper were selected to be part of the IHSAA All-State Choir.
- Several new members were inducted last month into the PHS chapter of the National Honor Society in a ceremony led by current National Honor Society members and advisor Laura Wommack.
- Notices were sent out at the end of November to the homes of students who had one or more “D” or “F” in classes as of 2nd quarter mid terms.
- Mr. Sherwood and Jay Baldwin have put online for teachers three new resource calendars. These calendars will help when scheduling activities in various Jr./Sr. high school facilities such as the library, gym and the telecommunications lab. Ms Osterberg, Mr. Baldwin and Mr. Sherwood have also been working on updating and publishing an improved website.
- An all-school assembly was held November 11th to honor veterans. Over 20 local veterans were present at the assembly with several speaking to the student body. The school band played a medley of service branch songs and hymns that were well received.
- Fall sports are now in the books and winter activities have taken center stage. Both boys and girls basketball teams have started their seasons and the wrestlers were scheduled to open their season Dec 8th. The cheer squad is working hard to lead the spirit at events and the dance team is working hard nearly every morning for their first competition which will be in January. The Knowledge Bowl team has had several meets already.

Elementary Principal, Hugh Maxwell

- Student Count – 231
- On December 4th a school wide assembly took place to hand out First Book Grant books. Ida Courier, along with Moscow VISTA member Susan Steele coordinated volunteers to come I and hand out books to every student. Each student in our school will continue to receive a book every month for the rest of the school year which will help them to create a personal library.
- Judy Adamson conducts Title 1 Site reviews and met with Mr. Maxwell this afternoon. Mrs. Adamson will cover new reporting and documentation requirements for Title 1. This training will better prepare us for our site review that will occur within the next 2 – 3 year cycle.
- Mr. Maxwell will be attending a Project Leadership meeting in Moscow on December 11 and will be presenting his final project.
- Carol Nelson of the Northwest Inland Writing Project will be working with Mr. Maxwell to set up some 6+1 Trait Writing training for the elementary staff. They are looking at using some creative scheduling to gain some 1 ½ hour blocks in January and December. Mr. Maxwell will be working with the Professional Development Committee to finalize arrangements.
- December 14th will be a music bell performance by the 5th graders at Bishop Place in Moscow.
- The Winter Program will be presented on Friday December 18th at 9:00 a.m. in the elementary gym.

Special Education Director, Shannon Richards

-Mrs. Richards reviewed the following numbers:

December 1, 2009 Child Count: Special Education

5 students ages 3-5 years old

47 students ages 6-21 years old

52 total students served in Special Education

12.1% of students ages 3-21 are served by Special Education

The 2008 December 1 Child Count was 54 students with 12.2% of the students ages 3-21 being served by Special Education

Students Exited from Special Education:

0 students dropped out

8 students moved out of the district

7 students were returned to regular education (no longer qualifying for services)

2 students graduated

Students new to Potlatch Special Education services:

15 students were found eligible or moved into our district since last December

The Gifted and Talented Child count will be provided in February.

Shannon Richards, Pam VanderZanden and Trisha Smeltzer attended the ISAT-Alternative Test Training which is for students with cognitive impairments and who education focuses on functional life skills.

School Lunch Supervisor, Diana Cochrane

- The State Department sent a reviewer here in November. We received a good report.
- The Health Department recently did their 1st inspection. We received a score of 0 (which is very good). We will need to have one more inspection to keep us in compliance with the USDA.
- The lunch and breakfast counts are up at eh grade school but still down at the high school.
- The Chef Salad line was discontinued at the high school due to lack of interest and the high cost of vegetables. This line will be started again March 1st to see if there is a renewed interest.
- The Fruit and Vegetable Grant is still going well. The kids seem to like it a lot! The fruit does better than the veggies.
- The new Point of Sale system is working well.

Maintenance Supervisor, Craig Cochran

- The heaters have been installed in the metal shop and working really well.
- There have been problems with the furnace on the northeast corner of the high school. Trouble shooting is taking place to determine what the problem could be.
- There has been an issue with one heater at the elementary which causes two rooms to get cold everyday but not necessarily the same time each day. Trouble shooting is taking place to determine what the problem could be.
- On December 21st, windows in the doors to a number of the elementary classrooms will be changed out with safety glass being installed.
- The annual fire alarm inspection is scheduled for December 21st.

Transportation Supervisor, Jerry Schwartzman

- We have experienced some extensive damage to the motors in two of our buses the filtration systems that were part of the recent state retrofit program have failed due to the prolonged cold weather. One of the buses was towed to Lake City Truck in Lewiston and the other one was towed to Jones Truck in Colfax for repairs. Representatives from the state department will be here next week to assess the damage.
- Bus 08-1 has had some computer issues (ABS) which have been taken care of under warranty.
- The weather has been very good and we can only hope that last year's snowfall will not repeat itself.
- We have one driver out for a while and are currently training a new substitute driver
- An inspection on the bus garage has been scheduled but has not been completed.

Superintendent, Joseph Kren

-Congratulations to Trustee Moorer for being elected as vice president of the Idaho school Boards Association. He will not only represent Potlatch well, but will continue to lead the organization in making decisions that are best for children.

-Also congratulations to Mr. Richards who is being recognized by VFW as the District teacher of the Year at the local level and to Mrs. Minden for writing and receiving a \$500.00 grant from Wal-Mart for the AR program.

-Mr. Maxwell, Mr. Sherwood and Superintendent Kren attended the Danielson Administrator training on December 1st.

-The teacher performance evaluation committee has met twice and will be meeting two more times in December. Superintendent Kren believes all involved are working towards a tool that is fair and balanced. Keep in mind that the tool is the boards and they will need to approve anything that will be forwarded to the state for review. At the recent meeting they were able to get through all of the domains, components, and elements. Comments were given, language was modified and this document will be cleaned up and redistributed. Also the language that was agreed to will be placed into the scoring rubric that Mr. Sherwood acquired from the principal in Culdesac. It was discussed that the need for the committee to keep moving and get things done regardless of any waivers that the state may offer still exists. Some of the items that still need to be addressed are:

- Discuss levels of performance
- Tiered approach
- Implementation Plan and Pilot Program
- Training of our system for teachers and administrators
- Development of a purpose statement
- Sources of data used in the evaluation
- Define the intent language for district and personal professional development
- How will this system be monitored and evaluated?

-The professional development committee met last week to put some of the final touches on the next professional development day. The committee also reviewed the course description and syllabus that they developed for a class on Writing Across the Curriculum that will be offered to all certified staff through NNU. All teachers will be responsible for participating in the process of the class and those who want will pay \$60.00 for a credit. Tangible works coming out of the class are the senior project, cross curricular writing rubrics, elementary and secondary writing handbooks. Once these items are finalized they will be brought to the board for approval and become part of the overall curriculum and expectations.

-The state is considering changing the ISAT testing window to allow more time for seniors to pass the test. They are looking at a November-December window that would allow those seniors who do not pass ample time to complete and alternate graduation mechanism.

-At a recent advanced learning partnership advisory committee meeting the idea of a regional professional technical school was introduced. This school would be a brick and mortar school with advanced telecommunication capabilities. It would provide additional professional technical courses (both regular and dual credit courses) for students across Region II. The idea is still in its infancy.

-Superintendent Kren reviewed a draft copy of where the IASA plans on going with their administrative agenda. The plan includes:

- Student Occupied Building Maintenance
- Transportation
- Staffing Related Requirements
- Place a moratorium to any new or additional Charter/Virtual School Expansion
- Eliminate the following Non Statutory Program Funding:
 - Increase flexibility for use of Limited English Proficient and Remediation funding, such as allowing funding to follow services to the classroom with general fund teachers.
 - No new state programs or initiatives implemented during the reduced funding period

-Superintendent Kren met with Representatives Trail and Ringo today. They reviewed everything from budgets to bussing, to RT3, to consolidation. The representatives emphasized the need to contact them and other key players in the legislature as people have questions or concerns, in particular passing of budgets when there are no new revenue streams identified.

- There is potential for an 8% reduction in the state general fund. Gwen and Superintendent Kren are working on refining year end expenditures, but revenues will be a little tougher since we just completed the first attendance reporting figures and have not heard back from the state department. To take a flat 8% off the top does not really give a good illustration of where we will be at since that 8% may be dispersed over a variety of line items on the state general fund budget. That said 8% of our current general fund from the state is just over \$250,000. Again to say we need to reduce our budget by another \$250,000 is a misnomer not knowing where in the state general fund the reduction will be taken and how much will be compensated for in terms of revenue generation. In terms of a financial emergency, given our district's current general fund budget of state revenues (\$2,960,867), reducing it to 5.5% of that is \$210,000 which is where our fund balance would need to be drawn down to in order to declare a financial emergency. Our fund balance currently sits at \$748,000. Our current monthly expenditures average around \$350,000. Consider the 8% reduction in state revenues, continued expenditures, our program is whittled down as far as it can go, where do we make up the difference? Right now the district has spent 41.67% of the budget. The district has received 61.57% of the projected revenues. Keep in mind that the state front loads the first three foundation payments with the largest amount coming on the first one. Also keep in mind we have had some costs added that we could not plan for with regard to personnel (aides and long term subs). Will we need to go to our fund balance...probably a safe bet? How much, Superintendent Kren is not sure at this point other than the \$113,000 we are already going to use in order to balance what we needed on this year's budget. So that \$748,000 is down to \$635,000.

Trustee Moorer thanked all of the administrators for their reports that were submitted in the packets. He stated that it helps him to prepare for the meeting. Mr. Moorer also thanked Superintendent Kren for taking the time to provide requested information and explanations to help him understand the issues at hand.

PATRON INPUT

-None

DISTRICT LEADERSHIP COMMITTEE PROGRESS REPORT

The district Leadership Team met on Thursday, December 10, 2009. The committee reviewed the implementation timeline and requirements. All agreed that no matter what waivers may be offered to postpone final submittal of the plan, the committee will continue to work and get the plan completed by this coming February. The committee completed reviewing each of the domains, components and elements. Wording was agreed to that reflects where we want to go in Potlatch as well as preserving the Danielson framework. The next meeting will be on Wednesday, December 16th at 4:00 p.m. Performance levels as well as additional implementation steps will be finalized.

REVIEW BUS SPECIFICATIONS – BID PROCESS

Trustee Moorer moved for the motion to “Open the Bid Process” (that was voted on in the November 10th board meeting) be brought back to the table for reconsideration. Heidi Davis seconded. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Chairman Scoville read the original motion “Charlie Johnson moved to open the bid process. Heidi Davis seconded.” After discussion, Chairman Scoville called for a roll call vote; Mark Moorer-aye, Charlie Johnson-aye, Heidi Davis-aye and Doug Scoville-aye. Motion passed. (4 ayes) (Absent and not voting, Shirley Ackerman Zone 5)

Transportation Supervisor Jerry Schwartzman stated that the district will be bidding for a 30-36 passenger bus.

ISBA GROUP AUTO AND HOMEOWNERS INSURANCE PROGRAM

-The ISBA program is what they call a “Choice Model” where employees will have access to the two top Group Auto & Home carriers, MetLife and Liberty Mutual. This model helps more employees save money than would be the case with a single carrier. They have also designed this program so that employers and employees get the advantages of a “Choice Model” without the extra administrative burden for the employer. They consolidate the payroll deduction for both carriers into a single interface and serve as the single point of contact for the program. As Karen Echevarria writes, by participating in the program, employees and trustees may benefit from special group insurance rates that are designed to save them money. In addition, there are also a variety of discounts for which employees and trustees may be eligible, including:

- 15% discount just for being an employee or trustee of an Idaho School District or Affiliate Member.
- 10% discount for paying premiums through payroll deduction.
- 10% multi-policy discount.
- Up to a 20% tenure discount for the number of years of employment in public education.

The ISBA program is a Choice Model program meaning that employees will be able to secure quotations from two of the leading group carriers in the country, MetLife Auto & Home and Liberty Mutual Insurance Company. These programs are offered as a voluntary benefit which means:

- The premiums are paid for entirely by employees.
- The carriers underwriting the program are responsible for enrollment and communication.
- The sponsoring employer’s responsibilities are to payroll deduct the premiums and forward them on to the carriers involved.

Mark Moorer moved to direct the Superintendent to contact the ISBA to sign the district up for the Group Auto and Homeowners Insurance program. Charlie Johnson seconded. Chairman Scoville called for a roll call vote - Mark Moorer-aye, Charlie Johnson-aye, Heidi Davis-aye and Doug Scoville-nay. Motion passed. (3 ayes/1 nay) (Absent and not voting, Shirley Ackerman Zone 5)

DISTRICT TECHNOLOGY INFRASTRUCTURE

Mr. Jay Baldwin, Technology Coordinator reviewed the technology needs of the district and the need to start replacing systems and hardware. Superintendent Kren stated that he would be working with Mr. Baldwin on a timeline to bring back further information for the board to review.

MEETINGS WITH CLASSIFIED STAFF

Superintendent Kren informed the trustees that they should be looking at their calendars to see when times would be set up to meet with the classified staff. Mr. Kren said that they should keep in mind that bus drivers usually can meet at 8:30 a.m., custodians can meet at 1:00 – 2:00 p.m. and paraprofessionals can meet at 2:45 - 3:00 p.m. Chairman Scoville indicated that this would probably take place in either January or February.

REPORT ON IDAHO SCHOOL BOARDS ASSOCIATION ANNUAL MEETING

Chairman Scoville reported that the Idaho School Board Association’s conference that was held recently in Coeur d’Alene was very informative. Potlatch School District in one of only two in the state of Idaho that have completed the Lighthouse Project so our trustees were involved in a panel discussion relating to the project. There are 5 other districts that are at different stages of the project. Mr. Scoville also attended a seminar involving the Idaho Education Network where accelerated educational opportunities can be obtained. Trustee Davis explained that she was involved also with the panel discussion on the Lighthouse project. Mrs. Davis also networked with other regional trustees in discussions involving finance and other related issues. Trustee Moorer was voted into the position of Idaho School Board Association’s Vice President. Congratulations!! Mr. Moorer attended workshops involving teacher and administrator evaluations, open meeting laws and school finance.

CERTIFY IMPACTED ATTENDANCE

Superintendent Kren reviewed with the board the attendance numbers from the 1st reporting period.

Mark Moorer moved to certify Potlatch Elementary School attendance as being impacted during the weeks of September 9, 2009 and September 21, 2009 because of the H1N1 Influenza. Charlie Johnson seconded. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to direct the Superintendent to contact the State Department to adjust the average daily attendance (ADA) to reflect the impacted attendance during the weeks of September 9, 2009 and September 21, 2009. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

RACE TO THE TOP

Superintendent Kren explained that State Superintendent Tom Luna is promoting the race to the top funds state wide. This program requires support from the board administrators and teachers. Mr. Kren has contacted the Potlatch Education Association and they have indicated that they will get back to us. The 1st deadline is January 19th. The trustees indicated that they would like further information before they take action.

APPROVE/REQUEST FOR CONCERT AT THE LOG INN

Mark Moorer moved to approve the request to have a district sanctioned music event taking place at the Log Cabin in Potlatch and direct Superintendent Kren to contact the district’s insurance carrier and provide a rider to the VFW for the use of their building. Charlie Johnson seconded. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

EXECUTIVE SESSION – 9:55 P.M.

Chairman Doug Scoville announced that the next order of business would be consideration of the Board recessing into executive session to consider hiring an employee and also hear complaints brought against a public officer. After a full and complete discussion, upon motion duly made by Heidi Davis and seconded by Mark Moorer the following resolution was presented:

BE IT RESOLVED, that the Board of Trustees of School District No.285 recess from an open meeting into executive session pursuant to Section 67-2345, Idaho Code, to consider hiring an employee and to hear complaints brought against a public officer as authorized by Section 67-2345 (1)(a) (b) Idaho Code.

BE IT FURTHER RESOLVED, that following the executive session the Board will reconvene in public session for the purpose of conducting further business or for adjournment of the meeting.

Vote being had on the above and foregoing resolution, and the same having been counted and found to be as follows:

Doug Scoville	Yes
Mark Moorer	Yes
Heidi Davis	Yes
Charlie Johnson	Yes

And no less than two-thirds (2/3) of the membership is in favor thereof, Chairman Scoville declared said resolution adopted. (Absent and not voting, Shirley Ackerman Zone 5)

MEETING RECONVENED

The regular meeting was reconvened at 10:40 p.m.

ACTION TAKEN FROM EXECUTIVE SESSION

Mark Moorer moved and Charlie Johnson seconded to accept the resignation of Jim Haddock as math

teacher effective December 11, 2009. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to authorize the Superintendent to offer Jim Haddock a contract for one period to finish teaching a math class until the end of this semester (January 25th, 2010). Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

Mark Moorer moved and Charlie Johnson seconded to authorize the Superintendent to extend an Employment Notice of Non-teaching Personnel involved in Extra Curricular Activities to Bryan Bryngelson as the Junior High Wrestling Coach. Motion carried. (4 ayes) (Absent and not voting, Shirley Ackerman, Zone 5)

FUTURE AGENDA ITEMS

- none

ADJOURNMENT

Chairman Scoville declared the meeting adjourned at 10:45 p.m.

Chairperson

Clerk-Treasurer