

McKEESPORT AREA SCHOOL DISTRICT
Regular Board Meeting
May 26, 2021

Presiding	Joe Lopretto, President
Date, Time, Place	Wednesday, May 26, 2021, 7:30 PM, Board Room, Administration Building, McKeesport Area School District, 3590 O'Neil Boulevard, McKeesport, PA 15132.
Opening Exercises	Mr. Lopretto called the meeting to order at 7:30 PM followed by the Pledge to the Flag. We met in Executive Session prior to tonight's meeting to discuss personnel and potential litigation items and issues.
Present	James Brown David Donato Diane Elias Thomas Filotei Steve Kondrosky Joe Lopretto Mindy Sturgess Excused. Ivan Hampton James Poston
Others Present	Dr. Mark Holtzman, Superintendent Dr. Tia Wanzo, Assistant Superintendent Joan Wehner, Business Manager/Board Secretary Charles Kiss, Treasurer Krisha DiMascio, Solicitor

Board President's Remarks – It's come to the end of the school year we made it through thank goodness, thank God. Everything worked out good for us. We have Prom tomorrow and I'm sure Dr. Holtzman will touch on that. We have Graduation next week. I just want to thank the District again for the D.A.R.E. graduation we had on Friday, I got an award for that work for 25 years and I greatly appreciate that and hopefully we can have it for 25 more. I would like to thank Ms. James, Ms. Gordon, Ms. Bieda, Joan was out there along with Ms. Elias. I'm trying to think of who else because I was so excited that day. Dr. Wanzo was there, how could I forget her, she gave me my award. I have to give special thanks to Ms. Gordon because she actually contacted my daughter and granddaughter to come to the graduation that really surprised me

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even more. Friday was a good day and we had great weather the kids were excited everybody was happy and lets just get through the last few days of school and everybody have a good summer and we will start the new school year off in the fall without COVID.

Superintendent's Report – I want to share a few things, obviously Mr. Lopretto mentioned that tomorrow is the prom and promenade. We are trying to be as normal as we possibly can with this event with our community coming to view the promenade and our children traveling down to the Omni William Penn for the Prom. It should be, as always, an incredible first-class event. Mr. and Mrs. Tharp have done incredible things over the last lord knows how many years. We are really excited about them and it looks like the weather is going to cooperate which is always really important to us. Moving into graduation on the 2nd of next week right after the holiday so there's not much time between the prom and graduation but we are really excited just about provided a graduation ceremony and a commencement ceremony that is meaningful and they will be attended by the family members of our students. We are excited to give some normalcy in the process. Ms. Kenny and Ms. Barry at the high school are working hard to finalize those plans. Lastly, I want to share a couple of things about the summer, right now many of you may have heard or seen the summer camp that is in conjunction with Dick's Sporting Goods Foundation was presented here in the city of McKeesport and what we now have is 333 children. The camp is an all-day camp in conjunction with a few of the summer programs we already have in our district. It's a daylong event for almost 6 weeks are really excited about the partnership with the Dick's Sporting Goods foundation. Dr. Wanzo and I have a really unique opportunity to tour the I Promise School in Akron, Ohio that has been created by the LeBron James Family Foundation It was an incredible experience for us with the team from Dick's Sporting Goods and to take some of those ideas and re-create some of those things here at McKeesport focused around Twin Rivers Elementary School. We are really excited by the beginning of this partnership and the generosity of them supporting our students and our staff from the summer camp but also the long-term commitment on not only by the district but by our partners and looking forward to building a relationship we can provide some of the resources our families and children desperately need. We are really focused on better outcomes, maybe re-creating what urban education looks like in our school district. We are excited about the potential and more details to come about the partnership but it's something that I've kind of alluded to the last several months and I'm overwhelmed by the opportunity to be a part of it. Dr. Wanzo and I talked a lot on our way home about our experience there and it was tremendous and a great opportunity for the people in the city of Akron.

Treasurer's Report – Mr. Kondrosky moved to acknowledge receipt of the Treasurer's Report for the month of April 2021. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs.

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Sturgess

Excused. Mr. Hampton, Mr. Poston

Hearing of Citizens – Bob Baum, Long Run Road, McKeesport, PA 15132.

Mr. Baum addressed the Board in regards to White Oak School.

Minutes – Mr. Kondrosky moved to approve the minutes of the Open Agenda Meeting of April 21, 2021 and Regular Meeting of April 28, 2021. Seconded by Mrs. Elias.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Bills – Mr. Filotei moved to approve the list of bills. Seconded by Mr. Kondrosky.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Budget – Mr. Filotei moved to adopt the 2021/2022 preliminary budget in the amount of \$81,135,386 with a millage rate of 20.96 mills as presented. Seconded by Mr. Brown. Discussion followed.

Voting aye. Mr. Brown, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Voting no. Mr. Donato

Excused. Mr. Hampton, Mr. Poston

Insurance – Mr. Kondrosky moved to approve the Workers' Compensation Insurance with a premium of \$229,996 through CM Regent for the 2021/2022 school year. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

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PSBA – Mrs. Sturgess moved to approve the PSBA Policy Maintenance Agreement for 2021/2022 at a total cost of \$12,380.16. Seconded by Mrs. Elias.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Insurance – Mr. Filotei moved to approve the Student Accident and Voluntary Accident Renewal Insurance through MGI Risk Management for the 2021/2022 school year in the amount of \$10,925. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Agreement – Mrs. Sturgess moved to approve an agreement between McKeesport Area School District and PA-Educator.net. Seconded by Mrs. Elias.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Agreement – Mr. Filotei moved to approve the First Amendment to Agreement with Comcast Cable Communications Management, LLC. Seconded by Mr. Kondrosky.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Resolution – Mrs. Sturgess moved to approve Resolution #1261 – Level Up School Funding proposal. Seconded by Mrs. Elias.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

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Excused. Mr. Hampton, Mr. Poston

Resolution – Mr. Kondrosky moved to approve Resolution #1262 – bond refinancing. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Resolution – Mr. Filotei moved to approve Resolution #1263 – E-signature – New Director. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Policies – Mr. Brown moved to approve second reading and adoption of the following Board Policies:

#000 – Local Board Procedures – Board Policy/Procedure/Administrative Regulations

#001 – Local Board Procedures – Name and Classification

#002 – Local Board Procedures – Authority and Powers

Seconded by Mrs. Sturgess.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Property – Mr. Filotei moved to sell property located at 1415 California Avenue, McKeesport, Pennsylvania 15131 with lot and block 550-E-28 known as White Oak School to Richard Pearson or his assigns for the amount of \$300,000 pursuant to the Sales Agreement between the parties pending the approval of the Court of Common Pleas of Allegheny County, Pennsylvania in conformance with the Public School Code. Additionally, this motion directs the Solicitor, Administration and Real Estate Agents to complete the sales transaction in accordance with all portions of the Public School Code. Seconded by Mrs. Sturgess.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

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Excused. Mr. Hampton, Mr. Poston

Green Sheets – Mrs. Sturgess moved to approve the personnel recommendations. Seconded by Mrs. Elias.

ACT 93:

TO BE HIRED: Effective 7/1/21:

Thomas Hixenbaugh	Technology Integration Specialist
	Salary per Act 93 Agreement

PROFESSIONAL:

RETIREMENT: Effective 6/3/21:

Denise Haselhoff	Special Education Teacher, Twin Rivers Elementary School
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TO BE HIRED: Effective 08/18/21:

1.**	Tayna Paterson	ESL Teacher	
	(New Position)	Step 2B	\$42,278.00
2.	Joshua Reist	Social Studies Teacher, Founders' Hall	
	(Bauman/McGrew)	Step 2B	\$42,278.00
3.**	Nicole Pierce	Special Education Teacher, High School	
	(A.Tomaino)	Step 1B	\$41,778.00
4.**	Joanna Michalak	Instructional Technology Teacher, Twin Rivers Elementary School	
	(New Position)	Step 3B	\$44,278.00
5.**	Maura Halferty	Elementary On-Line Teacher	
	(New Position)	Step 1M	\$41,978.00
6.**	Beth Zannikos	Elementary On-Line Teacher	
	(New Position)	Step 1B+30	\$41,978.00

SUMMER TESTING SERVICES (Special Education Department) for the completion of psychological evaluations for referred students not to exceed 200 hours. Hourly rate of pay will be \$25.84:

1.	Melissa Phelps
2.	Dean Holtzman

TO BE HIRED: Effective for the 2021-2022 school year:

1.	Kevin D. Ryan. D.D.S	School Dentist	\$2,000.00
2.	Kelly Makay	School Dental Assistant	\$1,000.00

TO BE HIRED: Extra Curricular Activities for the 2021-2022 school year:

1.	Michelle Richardson	Senior Project Coordinator (shared)	\$1,001.92
2.	Myleen Kiska	Senior Project Coordinator (shared)	\$1,001.92

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3.	Mark DeCarlo	Work with Band	\$5,209.95
4.	Ryan Raible	Additional work with Band	\$3,306.32
5.	Sarah Persin	Work with Orchestra	\$2,304.40
6.	Kerri Bryer	Red & Blue	\$2,404.59
7.	Jennifer Castiglia	Student Council (shared)	\$ 751.43
8.	Sara Traeger	Student Council (shared)	\$ 751.43
9.	Dana Brown	Ticket Manager	\$3,005.74
10.	Brian Tharp	Senior Class (shared)	\$ 751.43
11.	Stacey Tharp	Senior Class (shared)	\$ 751.43
12.	Beth Eger	Stage (shared)	\$1,001.92
13.	John Light	Stage (shared)	\$1,001.92
14.	Lyndsay Brown	Yearbook	\$3,206.13
15.*	Victoria Palermo	Majorettes	\$2,604.98
16.	Sarah Persin	Producer Musical (shared)	\$1,302.49
17.*	Tracy Light	Producer Musical (shared)	\$1,302.49
18.	Erin Seaberg	Director – Musical	\$1,603.06
19.	Erin Seaberg	Choreographer – Musical	\$1,603.06
20.	Sarah Persin	Music Director – Musical	\$1,603.06
21.	Kelley Balentine Larson	Colorguard	\$2,604.98
22.	Mark Bacco	Bowling Club	\$1,001.92
23.	Tim Kunes	Interact Club	\$1,001.92
24.	Diane Metz	National Honor Society (shared)	\$ 751.43
25.	Myleen Kiska	National Honor Society (shared)	\$ 751.43
26.	Kim Moore	Director – Children's Play	\$1,202.30
27.	Jeff Richardson	Culinary Arts Club	\$1,001.92
28.	Jason DeFelice	AFJROTC Advisor	\$2,500.00
29.	Bryan Carlson	AFJROTC Advisor	\$2,500.00
30.	Sade Banks	Cheerleading Coach	\$1,803.44
31.	*Morgan Cohen	Assistant Cheerleading Coach	\$1,302.48
31.	Anna Chappell	Dance Team Coach	\$1,803.44

TO BE HIRED: Extra Curricular Athletics for the 2021-2022 school year:

1.	Eric Smith	Girls Varsity Basketball Coach	\$7,313.98
2.	Adam Alfer	Wrestling Coach	\$6,913.21
3.	Milan Kiska	Varsity Swimming Coach	\$5,510.53

TO BE HIRED: Summer Music Program: Rate of pay will be \$25.84:

1.	Mark DeCarlo	27 hours	Brass
2.*	Joe Diamond	27 hours	Woodwinds

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3.*	Joe Scifo	26 hours	Percussion
4.	Sarah Persin	40 hours	Strings
5.	Mark DeCarlo	60 hours	Band Camp

TO BE HIRED: Extended School Year Program – Summer 2021: Rate of pay will be \$25.84/hour:

1.	Kris Nemchick	Special Education Teacher
2.	Alanna Angotti	Special Education Teacher
3.	Erica Muraca	Special Education Teacher
4.	Madeleine Richardson	Special Education Teacher
5.	Kelly Headrick	School Nurse

TO BE HIRED: Covid Compensatory Services – Summer 2021: Rate of pay will be \$25.84/hour:

1.	Nichole Long	Special Education Teacher
2.	Amie Olasz	Special Education Teacher
3.	Josette Saunders	Special Education Teacher

VOLUNTEERS: Extra Curricular Athletics for the 2020-2021 school year:

1.*	Brandon McWhinney	Assistant Baseball Coach
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TO BE HIRED: Effective for the 2021-2022 school year:

1.	Diane Metz	Lead Learning Teacher – High School	\$2,500.00
2.	Brian Tharp	Lead Learning Teacher – High School	\$2,500.00
3.	Rachel Mitchell	Lead Learning Teacher – High School	\$2,500.00
4.	Jennifer Sikorski	Lead Learning Teacher – Founders' Hall	\$2,500.00
5.	Sherry Sillings	Lead Learning Teacher – Founders' Hall	\$2,500.00
6.	Danielle Moore	Lead Learning Teacher – Founders' Hall	\$2,500.00
7.	Jill Medich	Lead Learning Teacher – McClure	\$2,500.00
8.	Tamara Ekis	Lead Learning Teacher – McClure	\$2,500.00
9.	Kelly McCloskey	Lead Learning Teacher – McClure	\$2,500.00
10.	Monica Haskins	Lead Learning Teacher – Twin Rivers	\$2,500.00
11.	Beth Gumbert	Lead Learning Teacher – Twin Rivers	\$2,500.00
12.	Melissa Hale	Lead Learning Teacher – Twin Rivers	\$2,500.00

CHANGES TO THE SUBSTITUTE TEACHER LIST:

1.*	Weston Phillip	Science
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SUPPORT STAFF:

RESIGNATION:

1.	Jazzmine Boyd	Category 5 Secretary, Founder's Hall Middle School, effective 05-24-21.
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2. Shelley Fawcett Vocational Education Secretary/Payroll Clerk, 05-03-21.

LEAVE OF ABSENCE:

1. Lisa Powell General Worker, Food Service Department, Founder's Hall Middle School, effective 04-23-21 through the end of the 20-21 school year. (not to exceed 1 year).

TO BE HIRED: Extended School Year Program – Summer 2021: Rate of pay will be \$11.50/hour:

- | | | |
|----|------------------|-------------------------|
| 1. | Michele Obusek | Instructional Assistant |
| 2. | Christine Strong | Instructional Assistant |
| 3. | Holly Gallagher | Instructional Assistant |

TO BE HIRED: Covid Compensatory Services – Summer 2021: Rate of pay will be \$11.50/hour:

- | | | |
|----|--------------------|-------------------------|
| 1. | Beverly Sutherland | Instructional Assistant |
| 2. | Rachel Schmude | Instructional Assistant |

CHANGES TO THE SUBSTITUTE LISTS:

ADDITIONS:

- | | | |
|-----|---------------|----------------------------------|
| 1. | Robert Harper | Truck Driver/ Maintenance Helper |
| 2.* | Mike Rydzak | Custodian |

SUPPORT STAFF:

TO BE HIRED: Summer laborers in the maintenance department effective 06-01-21. Hourly rate of pay will be \$8.00/hour:

- | | | | | | |
|-----|-----------------|------|---------------------|------|------------------|
| 1.* | Kahreke Andrews | 6.* | Jaydan Daniels-Keys | 11.* | Devin Lawrence |
| 2.* | Tijour Andrews | 7.* | Brice Findley | 12.* | Phenon Marion |
| 3.* | Jordan Benjamin | 8.* | Amario Fleming | 13.* | Myron Moore |
| 4.* | Brady Boyle | 9.* | Devontae Hampton | 14.* | Caleb Reist |
| 5.* | Jimeer Brown | 10.* | Caiden Holtzman | 15.* | Travarese Rowe |
| | | | | 16. | Rachel Marshall |
| | | | | 17. | Clarence Patrick |

* Pending receipt of Act 24, 34, 114 and 151 clearances, Act 168 Disclosure Release, T.B. Time and Drug Test results.

**Step placement pending employer verification

BOARD ACTION TO ELIMINATE THE FOLLOWING SUPPORT STAFF POSITIONS EFFECTIVE 07-01-21:

- (1) Vocational Education Secretary/Payroll Clerk

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- (1) Food Service Secretary
- (1) Guidance Secretary/ELECT

BOARD ACTION TO CREATE THE FOLLOWING SUPPORT STAFF POSITIONS EFFECTIVE

07-01-21:

- (1) Food Service Secretary/ Payroll Clerk, Category 6
- (1) Guidance/Vocational Education Secretary, Category 5

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Time Templates - Mr. Filotei moved to approve the following:

Emergency Instructional Time Template 2021/2022 School Year (for MASD)

Emergency Instructional Time Template 2021/2022 School Year (for CTC)

Seconded by Mrs. Elias.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

Proposals – Mrs. Elias moved to authorize the Business Manager to advertise request for proposals for operation of the food service department for the 2021/2022 school year. Seconded by Mr. Brown.

Voting aye. Mr. Brown, Mr. Donato, Mrs. Elias, Mr. Filotei, Mr. Kondrosky, Mr. Lopretto, Mrs. Sturgess

Excused. Mr. Hampton, Mr. Poston

COMMITTEE REPORTS

Athletic – James Brown/Ivan Hampton – Mr. Kiss reported. We met in executive session regarding personnel and the donation of a pick-up truck.

Buildings & Grounds – Steve Kondrosky/Mindy Sturgess – Mr. Kondrosky reported. We did meet last Wednesday, Mr. Balogh and myself and he give me a list of things he's accomplished. They constructed a wall in the grounds garage for Technology storage to keep computers secure. There was a pool pump installation that was done in house by Don. Roof work was completed at Francis McClure Gym, café and room 245. I guess they tightened that up because

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it's not leaking anymore. Exterior lighting upgrades were done by Rightline at Francis McClure. Two circulating pumps were replaced at Francis McClure by Dubyak and Bevington. They set up for D.A.R.E graduation, White Oak School's exterior vent was replaced with plywood and now that's Mr. Baum's problem so good luck Mr. Baum. Ceiling tile was replaced at Francis McClure and a water harvesting pump was installed at Twin Rivers and that was done in house by Don and Steve. The gates were repaired at entrance to Twin Rivers that was a safety issue. The promenade and graduation preparations are being taken care of. That concludes my report.

Community Relations/Cultural Diversity – Mindy Sturgess/Ivan Hampton – Mrs. Sturgess reported. We reviewed some information from the voices of change last week than we actually had an opportunity during the committee as a whole to review a student survey that the students put out, it was interesting to be able to read and it looks like we had about one third of the student body participate, just in the conclusions the survey offers a bit of insight into public opinions of students about a few aspects of the High School and more surveys will be conducted in the future to gain more insight on this matter. It was also a good learning experience on how to conduct surveys moving forward as seen by the data the high school has many strengths but there are aspects in which it lacks that are concrete actions that can be taken by encouraging student initiative promoting and increasing opportunities for students to explore their interest as well as building a compelling environment around joining school activities. Some of these weaknesses that they noticed through some of the survey questions could be remedied. I think it just impressive that our students are taking this initiative and this opportunity, Our staff at the high school is really committed to giving students a voice and I'm excited about things to come. That concludes my report.

Education/Legislation/Policy – Diane Elias/Mindy Sturgess – Mrs. Sturgess reported. We met on May 11th and we had an opportunity Ms. Elias and myself along with Dr. Wanzo to meet with some of our coaches and things that support our teachers and our students in school and are really looking at that learning loss which is one of the reasons I mentioned it because there will be actions to be taken over the next several years to try to address some of that learning loss from COVID. One of the things that we are looking into I had an opportunity through my position in Pittsburgh Public School to work with a Professor from Robert Morris, they are doing some really exciting things about the science of reading and that came out the national reading panel report many years ago actually taking it and it's not a program. Programs don't fix education for kids especially in reading, it's really about the implementation of it. One of the things that I liked is that they will work with districts with whatever resources that we have. So, for example, when we are looking at foundational skills in our elementary school we had a program that is great and it's called Foundations but what they can do through a structured literacy approach using the science of reading it actually strengthens teacher practices strengthen the program in areas that would specifically address the needs of our students and I think through some of the focus that our coaches will be doing next year and the opportunities that exist through Robert Morris the

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possibility they have a foundation that offers teacher scholarships for teachers that want to go back and become reading specialist or gain a structured literacy certification that really provides research-based instruction for students with disabilities specifically dyslexia that really for any student that struggling and reading and they offer cohorts so that we could get a cohort of teachers if they are interested in going back the only thing the teachers would have to pay for if they were a recipient of the scholarship would be \$75 registration fee for each of the three semesters that they are enrolled and purchase the books so they waive all the tuition so it's a great opportunity and it is a commitment for teachers to really be dependent upon their interest but then they also offers the targeted professional development really fits nicely with what our coaches will be focusing on next year which is really those foundational skills in k to literacy and that concludes my report

Finance/Grants/Outside Funding – Diane Elias/James Poston – Mrs. Elias reported. We did meet on Wednesday, May 19th. We went over the Keystone Collection update and our budget. That concludes my report.

Personnel – Mindy Sturgess/Steve Kondrosky – Mrs. Sturgess reported. The committee met as a whole during the last week in executive session and this evening to discuss those items on this evenings green sheets and that concludes my report.

Safe Schools – James Poston/David Donato/Thomas Filotei – Mr. Filotei reported. No meeting this month.

Solicitor's Report – Report was given in Executive Session.

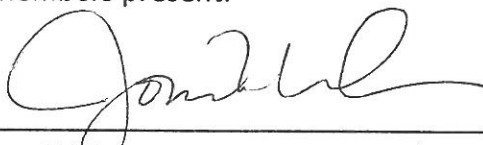
Correspondence – None.

New Business – None.

Adjournment – 8:30 PM – Mr. Kondrosky moved for adjournment. Seconded by Mr. Brown.

Voting aye. All Members present.

ATTEST:



Joan Wehner, Business Manager/Board Secretary