



Reorganization Meeting
December 10, 2014 7:00 PM
375 Reina Del Mar Avenue
Pacifica, CA 94044

Attendance Taken at 6:00 PM:

Present Board Members:

Mrs. Elizabeth Bredall
Ms. Andrea Gould
Mr. Matthew Levie
Mrs. Kathy Shiokari
Mrs. Laverne Villalobos

**1. OPEN SESSION - 6:00 P.M. - CALL TO ORDER, ROLL CALL, AND ANNOUNCEMENT:
RECORDING OF THE MEETING**

Quick Summary / Abstract:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge. As a community service, Pacifica Community Television (PCT) records and broadcasts meetings.

Comments:

Meeting called to order at 6:00 p.m.

Staff present: W. Tukloff, J. Peterson, R. Avila, T. Van Raaphorst, E. Cundiff, S. Ramirez

2. ANNOUNCEMENT OF CLOSED SESSION

Comments:

Ms. Gould announced Closed Session referring to the items as listed below.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Comments:

None

4. CLOSED SESSION

4.a. Conference with Labor Negotiator

Agency Negotiator: Wendy S. Tukloff, Superintendent

4.a.1. Employee Organizations: CSEA (California School Employees Association, Chapter 128), LSEA (Laguna Salada Education Association), LSMA (Laguna Salada Management Association)

**5. OPEN SESSION - 7:00 P.M. - CALL TO ORDER, FLAG SALUTE, ROLL CALL, AND
ANNOUNCEMENT: RECORDING OF THE MEETING**

Quick Summary / Abstract:

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Comments:

Ms. Gould reconvened to Open Session at 7:02 p.m.

Flag salute was led by M. Levie

Staff present: W. Tukloff, J. Peterson, R. Avila, N. Sendino, S. Ramirez

6. REPORT OUT ON CLOSED SESSION TOPICS

Quick Summary / Abstract:

Report Out and APPROPRIATE ACTION

Comments:

Ms. Gould indicated the Board met during Closed Session regarding negotiations and No Action Was Taken.

7. REORGANIZATION - 7:05 P.M.

7.a. Annual Board Reorganization

7.a.1. Installation of New Board Members

Quick Summary / Abstract:

ADMINISTER OATH

Newly Elected Board members Elizabeth Bredall, Kathy Shiokari, and Laverne Villalobos shall be given the State of California Oath or Affirmation of Office.

Discussion:

Mr. Faust administered the Oath of Office to new Board Member Kathy Shiokari. Ms. Gould administered the Oath of Office to new Board Member Elizabeth Bredall. Mr. Levie administered the Oath of Office to new Board Member Laverne Villalobos.

7.a.2. Election of 2015 Officers (President, Vice President, Clerk, Vice Clerk, and Member)

Motion Passed: It is recommended that the Board elect Andrea Gould President for the 2015 calendar year. passed with a motion by Mr. Matthew Levie and a second by Mrs. Elizabeth Bredall.

Yes Mrs. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Mrs. Kathy Shiokari

Yes Mrs. Laverne Villalobos

Motion Passed: It is recommended that the Board elect Matthew Levie, Vice President for the 2015 calendar year. passed with a motion by Ms. Andrea Gould and a second by Mrs. Kathy Shiokari.

Yes Mrs. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Motion Passed: It is recommended that the Board elect Kathy Shiokari, Clerk for the 2015 calendar year. passed with a motion by Mr. Matthew Levie and a second by Mrs. Elizabeth Bredall.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Motion Passed: It is recommended that the Board elect Elizabeth Bredall, Vice Clerk for the 2015 calendar year. passed with a motion by Mrs. Kathy Shiokari and a second by Mrs. Laverne Villalobos.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Discussion:

Dr. Tukloff suggested a separate recommendation, one position at a time, be made for each elected officer.

7.a.3. Appointment of Secretary to the Board

Motion Passed: It is recommended that the Board appoint Wendy S. Tukloff, Superintendent, as Secretary to the Board for the 2015 calendar year. passed with a motion by Mr. Matthew Levie and a second by Mrs. Laverne Villalobos.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

7.a.4. Resolution No. 2014-12-10-A for Outgoing Member Joan Weideman

Motion Passed: It is recommended that the Board adopt Resolution No. 2014-12-10-A acknowledging Joan Weideman for her dedicated service with the Pacifica School District Board of Trustees. passed with a motion by Mr. Matthew Levie and a second by Mrs. Kathy Shiokari.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Discussion:

Ms. Gould read the resolution for Ms. Weideman. Dr. Tukloff presented Ms. Weideman with a 15-year service pin representing her time on the Board as well as her time as a volunteer at Ocean Shore School.

Marc Lorenzen, President of LSMA, honored all three outgoing Board members, recapping their many accomplishments. He thanked them for always focusing on the children and not on politics.

Ms. Weideman thanked her fellow Board members, staff and administration, and her husband for their support over the past 12 years. The Board shared their memories and thanked Ms. Weideman for her years of service. Ms. Weideman, on behalf of the outgoing Board members, thanked Ms. Ramirez for all that she has done for them. Mr. Cory Wolbach, Liaison to Pacifica in Senator Jerry Hill's office, presented Ms. Weideman with a resolution on behalf of Senator Jerry Hill and Assembly Member Kevin Mullin.

7.a.5. Resolution No. 2014-12-10-B for Outgoing Member Richard Faust

Motion Passed: It is recommended that the Board adopt Resolution No. 2014-12-10-B acknowledging Richard Faust for his dedicated service with the Pacifica School District Board of Trustees. passed with a motion by Mrs. Kathy Shiokari and a second by Mr. Matthew Levie.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Discussion:

Ms. Gould read for the record Mr. Faust's resolution. Mr. Wolbach presented a resolution to Mr. Faust on behalf of Senator Jerry Hill and Assembly Member Kevin Mullin.

Mr. Faust shared that he had requested, if there had to be a resolution prepared in his honor, that it only say "thanks". Mr. Faust thanked his other Board members, staff, as well as the administrators for their time and willingness always to answer his questions. He also thanked all of the principals for their willingness to share their passion for their schools with him.

7.a.6. Resolution No. 2014-12-10-C for Outgoing Member Eric Ruchames

Motion Passed: It is recommended that the Board adopt Resolution No. 2014-12-10-C acknowledging Eric Ruchames for his dedicated service with the Pacifica School District Board of Trustees. passed with a motion by Mrs. Elizabeth Bredall and a second by Mr. Matthew Levie.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie

Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Discussion:

Ms. Gould read the resolution for Mr. Ruchames to the community.

Mr. Ruchames shared that it has been a pleasure and an honor serving the District. He shared that the community is blessed with an amazing staff serving the District. Mr. Wolbach presented a resolution for Mr. Ruchames on behalf of Senator Jerry Hill and Assembly Member Kevin Mullin.

Mr. Faust shared he has appreciated sitting next to Mr. Ruchames for the past year and thanked him for always placing a hand on his shoulder to remind him he was not currently in the firehouse. The Board shared their memories and thanked Mr. Ruchames for his service to the District.

Debby Lyttle, president of LSEA and 5th grade teacher at Sunset Ridge, thanked the outgoing Board members for their years of service to the District, the students, the teachers, and the staff. She also welcomed the new Board members and shared that she and LSEA look forward to working with them in the new calendar year. Kalimah Salahuddin, on behalf of the Jefferson Union High School District Board of Trustees and herself as a parent, welcomed the new Board members and shared that she looked forward to working with them in continuing to build bridges that were worked out with people sitting in this audience. She shared her fond memories working with Mr. Ruchames, Mr. Faust, and Ms. Weideman. Lisa Kern, President of CSEA, thanked the outgoing Board members for their service. She shared that she is the outgoing CSEA president and announced Sue Beckmeyer as their newly elected president for 2015. Ms. Kern also welcomed the newly elected Board members and shared that CSEA looks forward to working with them in the new year.

7.a.7. Board Meeting Calendar for 2015

Motion Passed: It is recommended that the Board adopt the Board meeting calendar for the 2015 calendar year. passed with a motion by Mr. Matthew Levie and a second by Mrs. Laverne Villalobos.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Discussion:

Dr. Tukloff shared that the District schedules Regular Board meetings every third Wednesday because once a month was too long, and twice a month was too quick. There are some months when it is a little longer between meetings due to holidays, Presidents week, and spring break. The District also tries to schedule Board Work Studies on Wednesday as well. Dr. Tukloff pointed out an exception on the current proposed calendar. The 1/12/15 Board Work Study is actually scheduled on a Monday. Dr. Tukloff indicated she

understood that might pose a problem for one of the new Board members. Ms. Shiokari indicated she does work on Monday nights, but given enough notice, she might be able to schedule to be off. Dr. Tukloff asked if the 1/12/15 scheduled meeting would be okay, and Ms. Shiokari nodded her head in the affirmative.

7.a.8. Board Member Committee Assignments 2015

Motion Passed: It is recommended that the Board adopt committee assignments for the 2015 calendar year. passed with a motion by Mrs. Kathy Shiokari and a second by Mrs. Laverne Villalobos.

Yes Mrs. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Mrs. Kathy Shiokari

Yes Mrs. Laverne Villalobos

Discussion:

Dr. Tukloff indicated each year the Board makes a determination about its committees and Board representation. The Board discussed and accepted the following Board Committee Assignments:

District Liaison(s)

Strategic Plan - Mr. Levie; Ms. Gould

Audit Review - Mr. Levie; Ms. Shiokari

Pacifica Education Foundation - Ms. Bredall; Ms. Villalobos

Special Education Parent Advisory Committee (SEPAC) - Ms.

Shiokari

District Standing Committee

Parcel Tax Oversight Committee - Ms. Bredall

Wellness Committee - Ms. Gould

Community Liaison(s)

Pacifica Collaborative - Ms. Bredall

PSD/JUHSD/City/NCCWD - Ms. Villalobos; Mr. Levie

Professional Community Liaison(s)

San Mateo County School Boards Association - Mr. Levie; Ms.

Gould

Kent Awards - Ms. Gould

Governing Board Representative to the County Committee on

School District Organization - Ms. Villalobos

7.a.9. Resolution No. 2014-12-10-D Delegation of Authority

Motion Passed: It is recommended that the Board approve Resolution No.2014-12-10-D, Delegation of Authority for the Board of Trustees to the Superintendent for the 2015 calendar year. passed with a motion by Mr. Matthew Levie and a second by Mrs. Kathy Shiokari.

Yes Mrs. Elizabeth Bredall

Yes Ms. Andrea Gould

Yes Mr. Matthew Levie

Yes Mrs. Kathy Shiokari

Yes Mrs. Laverne Villalobos

8. APPROVAL OF THE MINUTES of November 19, 2014 - 7:25 P.M.

Motion Passed: It is recommended that the Board approve the Minutes of the November 19, 2014 Regular Meeting. passed with a motion by Mr. Matthew Levie and a second by Mrs. Elizabeth Bredall.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

9. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:30 P.M.

Motion Passed: It is recommended that the Board approve the Agenda for the December 10, 2014 meeting and all Consent Agenda items. passed with a motion by Mr. Matthew Levie and a second by Mrs. Elizabeth Bredall.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Quick Summary / Abstract:

All items on the consent agenda will be approved with one motion, which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or the public so requests, any item shall be removed from this section and placed in the regular order of business following approval of the consent agenda.

CONSENT/ACTION

9.a. Agenda of the December 10, 2014 meeting

Quick Summary / Abstract:

It is recommended that the Board approve the agenda for the December 10, 2014 meeting.

CONSENT/ACTION

9.b. Consideration of Acceptance Warrants

Quick Summary / Abstract:

It is recommended that the Board approve the attached commercial warrants for the period of 11/7/14 through 11/24/14 totaling \$632,066.24.

CONSENT/ACTION

9.c. Service and Consultant Contract Approvals

Quick Summary / Abstract:

It is recommended that the Board approve the Service and consultant contracts as presented by staff.

CONSENT/ACTION

9.d. Personnel Changes

Quick Summary / Abstract:

It is recommended that the Board approve the personnel changes as presented.
CONSENT/ACTION

9.e. Job Description: Administrative Secretary

Quick Summary / Abstract:

It is recommended that the Board approve the revised job description for the Administrative Secretary position.

CONSENT/ACTION

10. COMMUNICATIONS - 7:35 P.M.

Quick Summary / Abstract:

This portion of the agenda is available to the public to address the Board on any issue that is not on the agenda. The maximum time allowed for any speaker is three minutes.

10.a. LSEA (Laguna Salada Education Association)

Comments:

None

10.b. CSEA (Classified School Employees Association)

Comments:

None

10.c. People Wishing to Address the Board

Discussion:

Paula Texeira from the Pacifica Library shared with the Board an opportunity for the middle schoolers in the District. The library is holding a movie project contest called "Dig It". The students submit a short film of their own making of under 10 minutes each, and win prizes. If an interested student does not have a camera, the library has rented an HD camera for the student's use. The student only needs to have a library card. There will also be assistance with film editing, music editing, etc. Ms. Texeira will send the info to Ms. Acuna for approval prior to being sent out to the school sites.

10.d. Correspondence

Comments:

None

10.e. Board/Superintendent Communications

Discussion:

In order to move the meeting along, the Board members chose not to share tonight.

Ms. Shiokari shared that she works for the library system. She wanted to share with the Board that Barbara Amberg, long time children's librarian and the face of Sanchez Library for many years prior to her retirement, passed away in November. Ms. Shiokari also shared that Reeba Lynn, the children's librarian that took over after Ms. Amberg retired, has recently

left Pacifica for another position. Mr. Levie suggested the meeting be adjourned tonight in honor of Barbara Amberg.

Dr. Tukloff indicated, due to the storm that is expected to hit the community hard tomorrow morning during the commute, the decision was made, for the safety of our families, to close the District school sites. The District expects to be open on Friday, 12/12/14. With the strong possibility of heavy rain and flooding, and potential 80 mph winds, the decision was made to keep our children safely at home. There will be people in the District Office to answer phones and questions.

Dr. Tukloff also talked about Open Communications. She wanted first to make certain it is understood that the Board does support and encourage the public to speak in Open Communications regarding items not on the agenda. The Trustees and staff listen very intently to incorporate the thoughts that are expressed during Open Communications, and determine if staff can act upon them. As a rule the Board rarely responds to individual speakers during Open Communications in observance of the Brown Act. However, the Brown Act does allow for the Board to "briefly respond to statements made or questions posed by people". In light of the recent Board meetings and comments made during Open Communications by PSD employees and community members, the Board felt it important to exercise that right and briefly respond to those comments. Dr. Tukloff read, on behalf of the Board, a statement intended to address some items they believe will help to keep both the District and the community at large well and accurately informed. The area addressed were communications on negotiations that were shared over the last four meetings: 1) The belief that administrators were given raises - and in fact, the administrators chose back in 2004-05 to cap their benefits and accepted in lieu of increases in benefits 1.5% applied to their salary; 2) The belief that the District hired Lucy Calkins and paid to fly her out from New York to work with principals - and in fact, the PSD administrators participated in a SMCOE professional development opportunity that featured Lucy Calkins; 3) The belief that the District has spent 2 million dollars on professional development - and in fact, over the past three years about \$900,000 has been or will be spent on training teachers for teaching the Common Core standards using funds allocated for such training and not using any Base Local Control Funding Formula (LCFF) funds that may be used for total compensation (salaries and benefits) expenditures.

11. DISTRICT BUSINESS - 7:55 P.M.

11.a. Certification of First Interim Report 2014-2015

Motion Passed: It is recommended that the Board of Trustees approve the Positive Certification of the 2014-15 First Interim Financial Report for the period July 1, 2014 through October 31, 2014 (Form CI) and authorize its filing with the County Superintendent of Schools. passed with a motion by Mr. Matthew Levie and a second by Mrs. Kathy Shiokari.

Yes Mrs. Elizabeth Bredall
Yes Ms. Andrea Gould
Yes Mr. Matthew Levie
Yes Mrs. Kathy Shiokari
Yes Mrs. Laverne Villalobos

Discussion:

Ms. Peterson shared that school districts are required to prepare and submit two interim financial reports to the Governing Board. The First Interim reporting period is based upon activities from July 1 through October 31. The Second Interim reporting period is July 1 through January 31. The Board is required to certify each interim report within 45 days after the end of the report period. This agenda item pertains to the Positive Certification of the First Interim Report for 2014-15 indicating that the District will be able to meet its financial obligations for the remainder of the Fiscal Year.

Ms. Peterson proceeded to give the Board an analysis of the First Interim Budget and Multiyear Projection. Ms. Peterson's Power Point presentation provided to the Board may be found attached to this Board Agenda item on the District's website.

The First Interim budget maintains the general fund reserve for economic uncertainty at 3.4%, unallocated at 1.8% plus an additional 2.6% reserve in Fund 17 (Special Reserve Fund). The ending fund balance is comprised of the following: 1) \$7,5000 - Revolving Cash; 2) \$935,320 - 3.4% reserve for economic uncertainty; 3) \$150,000 - Allocated for Math Textbooks; 4) \$187,999 - Allocated for CCSS; 5) 493,674 - 1.8% Unallocated Amount. Please see the Board Agenda Memo for this item to review further analysis of the First Interim Budget and Multiyear Projection.

Mr. Levie shared with the new Board members and the community from his perspective budget decisions made by the Board over the past two years. He addressed: increases in certificated salaries and benefits; deferred maintenance allocations; technology upgrades in light of the 21st Century education needs; new employees - K-8 PE teacher, Vice Principal at Sunset Ridge; moving Steve Kesel from PEF funding (position as 21st Century Learning Lead Facilitator - Mr. Levie, as an aside, gave credit to and praised our teachers for their incredible implementation of the 21st Century Learning Initiative) to District funding (demonstrating proportionality as Access Equity and Innovation Specialist); and the Technology Support technician (adding support to our one-man technology team, now bumping it up to two). Mr. Levie also shared that he understands some of the professional development was not as effective as we would have liked it to be, and for that he apologized. He also explained that restricted funds were used to fund the SVMI training: grant and Common Core funding. Ms. Gould shared her thoughts, echoing much of what Mr. Levie had to say, under the premise "how do we make this a better educational experience for our students." Dr. Tukloff shared that at professional development days the District has the opportunity to have teachers fill out evaluations. The District and SMVI reviewed the evaluations and there is going to be a strong structural change for the next professional development, and will hopefully reflect that the District is interested in meeting the needs of the teachers.

Ms. Gould shared the procedure for public comment for the benefit of the Board and the community.

Fran Hardcastle, a parent at Vallemar School, thanked Ms. Peterson for her presentation. She then asked two questions: 1) In regards to the budget assumptions, as property taxes increase as we are coming out of recession and property values go up, is this assumed, and is it really that much? And 2) In regards to what the 29.56% GAP funding means, is the budget assuming the 30% or really assuming the 70%, that we do get that, and how

much of the District's budget in the out years is at risk - how much of the \$650,000 will be at risk based on the assumptions.

Ms. Peterson provided answers to the questions. She also shared that her email is on the District's website and she would be happy to answer questions at any time.

12. FUTURE AGENDA ITEMS - 8:10 P.M.

Discussion:

Add to 1/21/15 - Presentation - County Committee on School District Reorganization by Tim Fox, and possible resolution in February. Add Lice Policy to 1/21/15. For February remove Week of the School Administrator - ACSA has moved this recognition to October. Vallemar's Band Concert has been postponed for tomorrow and will be rescheduled for next week.

13. ADJOURNMENT - 8:15 P.M.

Comments:

Ms. Gould adjourned the meeting at 9:26 p.m. in memory of Barbara Amberg, and in honor of her service to the community.

- The Board of Trustees may meet in Closed Session for the purposes of discussing Personnel under Government Code 54957 and Negotiations under Government Code 54957.6 after the open session.
- Pacifica School District, Board of Trustees Regular Meeting Agendas may be previewed on the District Website: www.pacificasd.org. Board of Trustees Regular Meetings are televised on Pacifica Community Television (PCT) Channel 26 on Thursdays at 3:30 p.m.
- Regular Meeting Agendas are posted at least 72 hours prior to each meeting at the following locations: All District Schools Pacifica & Sanchez Libraries Pacifica Tribune San Mateo County Times District Office Special Meeting Agendas are posted at least 24 hours prior to the meeting at the Official Posting Location: District Office
- *Board meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Executive Assistant to the Superintendent at least 10 working days before the meeting at 650.738.6625. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.*
- The agenda (order in which the items are presented) is accepted or amended by the Board at the beginning of the meeting under the item "Approval of the Agenda." Once the agenda is approved by the Board, the meeting will proceed in the order approved. Times for agenda items are approximate with the exception of Public Hearings. Public Hearings will occur at or after the time listed on the agenda.

Guidelines for Public Comment

- The Board President will formally open and close times for public comment for each agenda item. After public comment is closed, the Board will discuss the item and, if appropriate, take action.

- Individuals wishing to address the Board must complete a request card with their name, address and the item number. Cards are located on the table as you enter the room. Cards should be submitted either to the Board President or to the Superintendent.
- Individuals may address topics not on the agenda during the Communications Section (People Wishing to Address the Board) at the beginning of the meeting. However, the Board cannot comment on items not on the agenda.
- The Board, at their discretion, may limit the total time allotted for public comment during each agenda item.
- Individuals must be recognized by the Board President and step to the podium to speak.
- Speakers should introduce themselves and speak into the microphone. (The microphone is for the television and does not amplify sound.)
- Speakers are limited to a maximum of 3 minutes, which may be reduced at the discretion of the Board.
- Time allotments may NOT be passed from one person to another.
- An individual may speak only once on each agenda item.

7/21/10 Original – Updated 9/13/10

Clerk

Superintendent