

North Colonie Central School District
 Latham, New York 12110
 Regular Meeting

BOARD OF EDUCATION MEETING, SHAKER HIGH SCHOOL, COUNSELING CENTER
 445 WATERVLIET-SHAKER ROAD, LATHAM, NY 12110 ON MONDAY, June 18, 2007, 7:30 P.M.

BOARD MEMBERS PRESENT:

Joan Hart, President
 Theresa Joslin, Vice-President
 Ann Foster
 Linda Harrison
 Mary Nardolillo
 Mary-Ellen Raup
 David Rosenthal
 Paula D’Orazio
 Jacqueline Orr

ALSO PRESENT:

Randy A. Ehrenberg, Superintendent
 Thomas J. Rybaltowski, Assistant Supt. for Business
 Steven B. Zautner, Treasurer
 Candace Lobdell, FF Principal
 Richard Murphy, SHS Principal
 Sheelah Lucier, Director Pupil Services
 Galina Kats –District Technology Coordinator
 David Cross – Administrative Intern
 List of Others on File

The Board met informally with interested members of the public at 7:15 p.m.

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| 1. | President Hart opened the meeting at 7:30 p.m. | <u>Opening</u> |
| 2. | Bob Bedell, newly elected NCTA President, addressed the Board of Education offering to continue working relations with the Board. | <u>Visitor Statement</u> |
| 3. | The Board of Education approved the recommendations regarding Children with Disabilities for 2006-2007 and 2007-2008 as recommended by the District Committee on Special Education and recommendation regarding Children with Disabilities for 2006-2007 and 2007-2008 as recommended by the District Committee on Preschool Special Education. | CSE & CPSE
Recommendations
<u>Approved</u> |
| | Ayes 9
Nays 0
Absent. . . . 0 | Recommendation approved unanimously |
| 4. | The Board of Education approved the Professional Development Plan and Curriculum Development, Summer 2007, as recommended by the Superintendent for Schools. | Professional Development & Curriculum Development Summer 2007
<u>Approved</u> |
| | Ayes 9
Nays 0
Absent. . . . 0 | Recommendation approved unanimously |
| 5. | The Board of Education approved the 2007-2008 IRP Tutor Contracts for Jon VanZandt and Leo Rausch, as recommended by the Director of Pupil Services. | Jon VanZandt & Leo Rausch
<u>Approved</u> |
| | Ayes 9
Nays 0
Absent. . . . 0 | Motion approved unanimously |
| 6. | Raup offered a motion, seconded by Nardolillo to approve the BOCES Communications Specialist commencing July 1, 2007 as recommended by the Superintendent of Schools. | BOCES Communications Specialist
<u>Approved</u> |
| | Ayes 9
Nays 0
Absent. . . . 0 | Motion approved unanimously |

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| 7. | The Board of Education approved the recommendation to approve the Facilities Agreement with Albany County Board of Elections for use our school facilities for the September 18, 2007 primary election and the November 6 general election, as recommended by the Assistant Superintendent of Business. | Facility use
<u>Approved</u> |
| | Ayes . . . 9
Nayes . . 0
Absent. . 0 | Recommendation approved unanimously |
| 8. | Orr offered a motion seconded by Raup to approve the Northeast Career Planning new rates for sign language interpreters effective June 1, 2007, as recommended by the Director of Pupil Services. | Northeast Career Planning Rates
<u>Approved</u> |
| | Ayes . . . 9
Nayes . . 0
Absent. . 0 | Motion approved unanimously |
| 9. | Nardolillo offered a motion, seconded by D’Orazio to approve the recommendation to increase school meal prices starting with the 2007-2008 school year, as recommended by the Assistant Superintendent for Business. | 2007-2008 school meal price increase
<u>Approved</u> |
| | Ayes . . . 8
Nayes . . 1 (Rosenthal)
Absent. . 0 | Motion approved unanimously |
| 10. | The Superintendent reported the enrollment for the ninth attendance period was down 41 students from September 2006. | Enrollment Report |
| 11. | The Board of Education approved the Personnel Actions noted as V. 1-20 as recommended by the Superintendent of Schools. | Personnel
<u>Approved</u> |
| | <ul style="list-style-type: none"> A. PERSONNEL ACTIONS - All items approved by the Superintendent <ul style="list-style-type: none"> 1. RESIGNATIONS – CERTIFICATED <ul style="list-style-type: none"> a. Zarro, Amy – SJHS French – resignation effective 6/30/07. b. Meany, Kathy – SG Principal – resignation effective 7/20/07. c. Duffy, Margaret – COTA – resignation effective 6/30/07. d. Skeals, Kathleen – SHS English – resignation effective 7/01/07. e. McLaughlin, Jana C. – SHS English – resignation effective 7/01/07. 2. RESIGNATIONS – CLASSIFIED <ul style="list-style-type: none"> a. Ostiguy, Richard – School Bus Driver – resignation effective 6/25/07. b. Clarke, Emily – LR Teacher Aide – resignation effective 6/21/07. c. Herskovitz, Robert – School Bus Driver – resignation effective 5/31/07. d. Irvine, John – SHS Food Service Server – resignation effective 6/08/07. e. Prinzo, Lisa – SG Teacher Aide – resignation effective 6/21/07. f. Fortin-Hepp, Tara – SG Teacher Aide – resignation effective 6/21/07. g. Bond, Benjamin – SG Custodial Worker – resignation effective 6/25/07. 3. OTHER <ul style="list-style-type: none"> a. Recommendation to approve the revised 2007-2008 contract for the Superintendent. b. Recommendation to approve the 2007-2008 contract for the Assistant Superintendent for Curriculum and Instruction. c. Recommendation to approve the 2007-2008 contract for the Assistant Superintendent for Business. d. Cunningham, Elizabeth – SJHS Spanish – requests LWOP for June 19, 2007. (withdrawn) e. Carrey, Clifford – transfer from FF full time Cleaner to FF part-time Cleaner III, effective 5/21/07, \$14.92 per hour. | |

- f. Request for Vacation Time for Chris Chartrand, CTE Health Services Secretary.
 - g. Coyle, Margaret – Health Office Assistant – provisional appointment, emergency conditional appointment effective 9/06/07. Step 2.
 - h. Keene, Julie - SHS Secretary I – increase in appointment from 10 to 12 month position effective 7/01/07.
4. APPOINTMENTS - CERTIFICATED
- a. Aldous, Mary Beth – SG/SHS Art – Probationary appointment effective 9/1/07 – 8/3/10. Step MA-12.
 - b. Carioto, Michelle – SG Gr. 4 – Probationary appointment effective 9/1/07 – 8/31/10. Step MA-1.
 - c. Cartwright, Beth – FF Special Education – Probationary appointment effective 9/1/07 – 8/31/09. Step MA-8.
 - d. Dennis, Kimberly – BC Gr. 2 – Probationary appointment effective 9/1/07 – 8/31/10. Step MA-1.
 - e. Fazioli, Stephanie – BH Gr. 1 – Probationary appointment effective 9/1/07 – 8/31/09. Step BS-1
 - f. Finsel, Barry – SHS Social Studies – Probationary appointment effective 9/1/07 – 8/31/10. Step MA-2
 - g. Futia, Michael – LR Gr. 1 - Substitute and conditional appointment effective 9/1/07 – 1/25/08. Step MA-1.
 - h. Goldberg, Jill – BH Gr. 5 – Probationary and conditional appointment effective 9/1/07 – 8/31/09. Step MA-12.
 - i. Henry, Tracy – SJHS Home & Careers – Probationary and conditional appointment effective 9/1/07- 8/31/10. Step MA-6.
 - j. Hind, Amanda – SG Gr. 6 – Probationary and conditional appointment effective 9/1/07 – 8/31/10. Step MA-2.
 - k. Johnson, Maria – SG Gr. 2 – Probationary and conditional appointment effective 9/1/07 – 8/31/10. Step MA-4.
 - l. Leoniak, Cassandra – LR Gr. 5 – Probationary appointment effective 9/1/07 – 8/31/09. Step BA-2.
 - m. Lewis, Sheri – LR Gr. 3 – Probationary appointment effective 9/1/07 – 8/31/10. Step MA-3.
 - n. Mosher, Deborah – District COTA – Full time appointment effective 9/1/07. Step 13.
 - o. O’Connell, Mary – SJHS Art – Probationary and conditional appointment effective 9/1/07 – 8/31/10. Step MA-3.
 - p. Osinski, Rachael – FF Gr. 6 – Probationary appointment effective 9/1/07 – 8/31/09. Step MA-5.
 - q. Palmateer, Fred – SHS Math – Part-time (.4 FTE) and conditional appointment effective 9/1/07 – 6/30/08. Step MA-3.
 - r. Reeves, Rosa – SJHS Spanish – Probationary and conditional appointment effective 9/1/07 – 8/31/10. Step MA-6.
 - s. Shields, Stacey - SG Special Education – Substitute and conditional appointment effective 9/1/07 – 6/30/09. Step BA-2.
 - t. Mastaitis, Evan – SJHS – Probationary appointment 9/1/07 – 8/31/10. Step BA-4.
5. CERTIFICATED – HOURLY, PART-TIME AND/OR SUBSTITUTES (NOT CONTRACTUAL – AT WILL EMPLOYEES
- a. Gunn, Flo – Substitute Teacher – Special Education Position at Blue Creek School effective 4/17/07 – 5/11/07 @ \$150 per day.
 - b. Wolf, Stephen – Tutor - @\$25.00 per hour.
 - c. Johnson, Molly – Tutor - @\$25.00 per hour.

6. APPOINTMENTS – CLASSIFIED (All positions are contingent upon formal approval from Albany County Civil Service).
 - a. Stealey, Susan D. – Senior Account Clerk, Accounts Payable Office – probationary appointment, emergency conditional appointment effective 7/09/07, Step 1.
 - b. Pagniello, Christine – Clerk II Payroll, Central Office – provisional appointment, emergency conditional appointment effective 7/09/07, Step 1.
 - c. Rapsard, Nancy – Secretary I – probationary appointment, effective 6/12/07, Step 2.
 - d. Hershey, Sarah – BH Nurse – probationary appointment, emergency conditional appointment effective 9/06/07.
 - e. Albright, Beverly – SHS Nurse - probationary appointment, emergency conditional appointment effective 9/06/07.
 - f. Mason, Rhonda – SHS Nurse - probationary appointment, emergency conditional appointment effective 9/06/07.

7. CLASSIFIED – HOURLY, PART-TIME AND/OR SUBSTITUTES (NOT CONTRACTUAL – AT WILL EMPLOYEES).
 - a. Dahl, Mary – LO &LR substitute clerk typist I - effective 5/25/07, \$9.88 per hour.
 - b. Wang, Jing – various buildings Cleaner I, summer help – Step 1 – effective 5/23/07, \$9.81 per hour.
 - c. Galvin, Timothy – various buildings Cleaner I, summer help – Step I – effective 5/23/07, \$9.81 per hour.
 - d. Doty, Bob - Groundsman III, 7/1/07 - 9/5/07, Step 1, \$12.50 per hour.
 - e. Heckelman, Nicole – all buildings – Nurse, effective 9/06/07, \$18.68 per hour.
 - f. Vanderwarker, Joan – FF Clerk Typist I, effective 6/04/07, \$9.88 per hour.
 - g. Shamlian, Karen – SG Clerk Typist I, effective 6/06/07, \$9.88 per hour.
 - h. Herold, Cathryn – LR Clerk Typist I, effective 6/04/07, \$9.88 per hour.
 - i. Bargar, Berneata – LR Clerk Typist I, effective 6/04/07, \$9.88 per hour.
 - j. Dufort, Colleen – LR Clerk Typist I, effective 6/04/07, \$9.98 per hour.
 - k. Porcelli, Sharri – BH Clerk Typist I, effective 6/04/07, \$9.98 per hour.

8. EMERGENCY CONDITIONAL REAPPOINTMENTS - CERTIFICATED
 - a. Arnone, Sandra – Summer School Teacher – emergency conditional reappointment 9/17/07.
 - b. Connolly, Michele – Substitute Teacher – emergency conditional appointment effective 9/6/07.
 - c. Dollard, Kaitlyn – Substitute Teacher - emergency conditional reappointment effective 9/25/07.
 - d. Donovan, Amy – Substitute Teacher – emergency conditional appointment effective 5/9/07, emergency conditional reappointment effective 6/6/07, emergency conditional reappointment effective 9/17/07.
 - e. Lacey, Karen – COTA –emergency conditional reappointment effective 9/19/07.
 - f. Leto, Robert – Coach – emergency conditional reappointment 9/11/07.
 - g. Masi, Rosetta - Substitute Teacher –emergency conditional reappointment effective 6/21/07.
 - h. Stardo, Chad – Coach – emergency conditional reappointment 9/11/07.
 - i. Steeves, Aja – Substitute Teacher – emergency conditional appointment effective 5/17/07, emergency conditional reappointment effective 6/14/07, emergency conditional reappointment effective 9/24/07.V
 - j. Valitutto, Diana – Behavior Consultant – emergency conditional reappointment effective 9/6/07.

9. EMERGENCY CONDITIONAL REAPPOINTMENTS – CLASSIFIED
 - a. Amsden, Virginia – substitute nurse – emergency conditional reappointment 9/17/07.
 - b. Wichelns, Rachel – JHS A.M. Supervision – emergency conditional reappointment 9/04/07.
 - c. DiStefano, Renee, M. – Teacher Aide – emergency conditional reappointment 9/06/07.
 - d. Galinski, Barbara – part-time food service – emergency conditional reappointment 6/24/07.
 - e. Gatus, Sandra – part-time food service – emergency conditional reappointment 9/19/07.
 - f. Herold, Thomas – part-time custodian – emergency conditional reappointment 7/2/07.
 - g. Oakley, Mary A. – Teacher Aide – emergency conditional reappointment 9/21/07.
 - h. St. Louis, Gerald – Motor Vehicle Operator – emergency conditional reappointment 7/10/07.
 - i. VanBramer, Teresa - part-time Teacher Aide – emergency conditional reappointment 9/18/07.
 - j. August, Jeanette – Substitute Teacher – emergency conditional reappointment 9/25/07.
 - k. Barno, Jason – part-time Custodial – emergency conditional reappointment 7/13/07.
 - l. Borgeest, Sheila – part-time Teacher Aide – emergency conditional reappointment 7/6/07.
 - m. Brunette, Jodi – part-time Nurse – emergency conditional reappointment 9/21/07.
 - n. Dunning, Katrina – part-time Teacher Aide – emergency conditional reappointment 9/19/07.
 - o. Jiang, Jianye – part-time Continuing Education Instructor – emergency conditional appointment 9/19/07.
 - p. Kartsounas, John D. – part-time Custodian – emergency conditional appointment 6/26/07.
 - q. Kaurejo, Seema – part-time Food Service – emergency conditional appointment 6/21/07.
 - r. Meddelton, Jeanne M. – Keyboard Specialist – emergency conditional reappointment 7/02/07.
 - s. Worth, Amanda – part-time Teacher Aide – emergency conditional appointment 9/20/07.
 - t. Cross, David W. – Administrative Intern – emergency conditional reappointment effective 6/27/07.
 - u. Emerson, Richard M. – part-time Groundsman – emergency conditional reappointment 7/05/07.
 - v. Heck, Barbara – Keyboard Specialist – emergency conditional reappointment 7/13/07.
 - w. VanDervolgen, Katelyn – teacher aide – emergency conditional reappointment 6/20/07.
10. GRADUATE CREDITS – (See schedule #13 attached)
11. 2007-2008 Wage Rates – Part-time, Substitute, and other Employees (See T. Rybaltowski 6/12/07 memo)
12. TENURE RECOMMENDATION: Alison Leahey, Elementary Education.

13. Appointment of Shaker High Summer School Teachers (See D. Arnone 6/11/07 memo)
14. Appointment of Staffing for Summer Program (See S. Lucier 6/13/07 memo) - (withdrawn prior to board meeting)
15. Summer Days for Administrators (See S. Lucier 6/12/07 memo)
16. Summer Staffing for Pupil Services Department (See S. Lucier 6/12/07 memo)
17. Extra Summer work days for JHS Hall Principals (See R. Moore 6/06/07 memo)
18. Faculty Athletic Manager Appointments for 2007-2008 school year (See D. Herman 6/08/07 memo)
19. Karen Newell, CPSE Chairperson & Elizabeth Cartwright, FF Special Education Teacher, additional work days (See S. Lucier 6/13/07 memo)
20. Mikeal Basile and Douglas Marx Instructional Grant (See J. Corr 6/11/07 memo)

Ayes . . . 9
 Nays . . 0
 Absent. . 0

Recommendation approved unanimously

12. RECOGNITIONS

1. Tom Wood – recognized by BH Interim Principal for the three hundred dollar (\$300) donation from their basketball league for use of our facilities.
2. Cynthia Holmes – BOCES Risk Management Coordinator – recognized by the Director of Facilities for her hard work and effort for the recent unscheduled work she performed for our district with no advance notice during an unfortunate occurrence. Mrs. Holmes is commended for her dedication and attention to detail.
3. Michael Bryk – Maintenance Mechanic - recognized by BH Special Education Teacher Mary Yodis for the outstanding work repairing and painting the damaged walls in her classroom.
4. Randy Ehrenberg – Superintendent – recognized by the Commissioner of Education congratulating North Colonie School District as being recognized as one of New York State’s 272 Title I “high performing/gap closing” districts.
5. Russell Moore – S JHS Principal, Richard Murphy – SHS Principal – recognized by the Commissioner of Education congratulating Shaker Junior High School and Shaker High School as being recognized among New York State’s 589 non-Title I “high performing/gap closing” schools.
6. Kathy Meany – SG Principal, Annette Trapini – BC Principal – recognized by the Commissioner of Education congratulating Southgate School and Blue Creek School as being recognized among New York State’s 1,083 Title I “high performing/gap closing” schools.
7. David Semo – Assistant Director of Pupil Services – recognized by the Shaker Junior High Principal for his donation of a Peavey cabinet speaker system along with a Peavey model 200H power amp that will provide the sound amplification.
8. Tawnya Frank – BH LEP/Alternate Math, Samahria Alpern, Emily Polsinello – BH Gr. 2, Alex Cao, Ryan Guo, Lexi Hoff, Rishab Jaggi, Dan Magat, Colin McLean, Jordanne Mercier, Ryan O’Rourke, Jackie Swierczewski, Sohee Yu – BH Gr. 3 – recognized by the Interim Boght Hills Principal for their active preparation and participation in a mock trial.
9. Karen Wells – SHS Math – recognized by the SHS Math Supervisor for her leadership, hard work and dedication in organizing and monitoring the Math Peer Tutoring Program throughout this school year. Rachel Olmer, Michelle Prusaczyk, Stephanie Treventi – SHS Seniors, Marie Catalano, Christie Chenot, Jeff Gao, Kaizad Irani, Madhuvanthi Jayakuma, Kelly Kim, Christine O’Connor, Mei Tuong, Melanie Wen – SHS Juniors, Amanda Barone, Milan Goswami, Sana Khan, Hailey Kopp, Sarah Lee, Cassie Richardson, Kira Rosi-Schumacher, Richa Taneja – SHS Sophomores, Amanda Carney, Tami Hartshorn, James Ma, Maira Malik, Nicholas Marozzi,

- Kristen Parsons, Adam Parower, Suelynn Ren, Gabriella Romero – SHS Freshmen – recognized for their willingness to assist in tutoring other students in the Shaker High School Community.
10. Dr. Jane Rose – SHS Hall Principal – recognized by the Shaker High School Principal for a job well done in planning the evacuation drill at Shaker High School.
 11. Randy A. Ehrenberg – Superintendent, Shaker High School, Student Government recognized by Lori A. Matt-Murphy, Associate VP of Foundation Operation at Albany Medical Center, for a gift received from Dr. James Jackson.
 12. Brian Austin, Dan Chouiniere, Carrie Jackson, Peter Suzuki, Dimitri Vasilakis – recognized by Annette Heilman, Schenectady County Community College Professor, for allowing her students to observe their music classes and ensembles at Shaker Junior High School.
 13. Hurteau, Laura, Jessica Piper – SHS Science – recognized by the Superintendent for their wonderful job of explaining the work of key club and forecasting the plan for next year at the SHS Key Club Installation Banquet.
 14. Brian Desmarais – SHS English, Dr. Robert Gomez – SHS Spanish, Richard Heim – SHS Business, Mark Kaercher – SHS Math – recognized by the Shaker High School Principal for their assistance during the recent power outage.
 15. Christine Butry – SHS Social Studies, Ned Fleischer – SHS Music, Kathleen Skeals – SHS English – recognized by the Shaker High School Principal for their support at the recent National Honor Society Awards Programs.
 16. Robert Pollaro – SHS Social Studies Supervisor – recognized by Patrick Allen, Dean of School of Education Union Graduate College, for being a host teacher.
 17. Kathy Meany – SG Principal, Karen Amedio – SG Music, Regina Brown – SG Gr. 2, Southgate Faculty, Staff and PTA – recognized by Mary Nardolillo, Board Member, for their extraordinary work done on the Southgate's 51st birthday celebration.
 18. David Arnone – Director of Career and Technology Education, Driver Education Coordinator – recognized by Beth and John Odgen, District Parents, for the great job Mr. Arnone and his team did with their daughter, Shayla, in the driver education program.
 19. Boys' Tennis – recognized by the Director of Physical Education and Athletics for being the Suburban Council Blue Division Champions, coached by Vince Rodriguez. Peter Orr, Ivan Sokolov – SHS Seniors were Suburban Council and Section 2 doubles champions.
 20. Matt Bogdan – SHS Senior – recognized by the Director of Physical Education and Athletics for being the Section 2 champion in the steeplechase.
 21. Fred Casimo – SHS Senior - recognized by the Director of Physical Education and Athletics for being the Section 2 champion in the long jump.
 22. Diana Hummel – SHS Junior - recognized by the Director of Physical Education and Athletics for being the Suburban Council Champion in the 400 meter dash.
 23. Seri Gordon – SHS Senior - recognized by the Director of Physical Education and Athletics for being the Section 2 Champion in the 800 meter dash.
 24. Seri Gordon, Jenn Risler – SHS Seniors, Diana Hummel, Vashti Ziegler – SHS Juniors - recognized by the Director of Physical Education and Athletics for being the Section 2 champions in the 4 x 400 relay.

Superintendent Ehrenberg recognized Mary Yodis, Boght Hills Special Education Teacher interning with Sheelah Lucier, new hires Kimberly Dennis and Sheri Lewis, and Alison Leahey for tenure.

Mary Nardolillo thanked J. Corr and T. Rybaltowski for their continued service.

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| 13. | The Board of Education reviewed Treasurer's Report April 2007, Extraclassroom Activity Reports, April 2007, Report on Investments May 31, 2007, Quarterly Financial Statements, May 2007, and Food Service Profit and Loss, May 2007. | Business Office Reports <u>Reviewed</u> |
| 14. | The Board of Education approved Bills and Payroll as recommended by the Superintendent for Business. | Bills & Payroll <u>Approved</u> |
| | Ayes . . . 9
Nayes . . 0
Absent. . 0 | Recommendation approved unanimously |

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| <p>15. The Board of Education approved the recommendation to approve the Award of Bids for Art Supplies, and Yearbook Publisher Rebid as recommended by the Assistant Superintendent for Business and outlined in S. Zautner's, June 14 and 13 memos.</p> <p>Ayes . . . 9
Nayes . . 0
Absent. . 0</p> | <p>Recommendation approved unanimously</p> | <p>Award of Bids, Art Supplies, Yearbook Publisher Renewal <u>Approved</u></p> |
| <p>16. Foster offered a motion, seconded by Joslin to approve the purchase of equipment as recommended by the Assistant Superintendent for Business.</p> <p>Ayes . . . 9
Nayes . . 0
Absent. . 0</p> | <p>Motion approved unanimously</p> | <p>Equipment Purchase <u>Approved</u></p> |
| <p>17. The Board of Education approved the second publication of the Shaker High Alumni Directory, as recommended by the Superintendent of Schools.</p> <p>Ayes . . . 9
Nayes . . 0
Absent. . 0</p> | <p>Motion approved unanimously</p> | <p>Alumni Directory <u>Approved</u></p> |
| <p>18. Raup offered a motion, seconded by Orr to approve the June 11, 2007 Special Meeting Minutes as recommended by the Superintendent of Schools.</p> <p>Ayes . . . 9
Nayes . . 0
Absent. . 0</p> | <p>Motion approved unanimously</p> | <p>June 11 Meeting Minutes <u>Approved</u></p> |
| <p>19. Harrison offered a motion, seconded by Nardolillo to adjourn the meeting. The meeting adjourned at 8:30 p.m.</p> <p>Ayes . . . 9
Nayes . . 0
Absent. . 0</p> | <p>Motion approved unanimously</p> | <p><u>Adjournment</u></p> |

Joan M. Hart, President

Thomas J. Rybaltowski, Clerk