

**CERTIFICATION BY BOARD SECRETARY
OR CHARTER SCHOOL LEAD PERSON
TO FILE AT THE OFFICE OF THE COUNTY SUPERINTENDENT
WITH ORIGINAL DISCLOSURE STATEMENTS**

DISTRICT OR CHARTER SCHOOL: _____

CONTACT NAME: _____ **PHONE:** _____

TITLE: _____ **FAX:** _____

Pursuant to *N.J.A.C. 6A:28-3.2*, I hereby certify that I have reviewed each disclosure form to ensure that:

- both the Personal/Relative and the Financial Disclosure Statements have been completed;
- *all questions have been answered* or indicated as not being applicable (“N/A”), except for Section I, Item 1 in the Financial Disclosure Statement, which must be completed; and
- each copy is signed with an original signature.

Please check the applicable space:

____ I hereby certify that all persons on the enclosed list of school officials who are required to file the **Personal/Relative and the Financial Disclosure Statements** have completed their statements.

____ As of _____, 2008, there are (#) _____ school officials who have *not* yet filed disclosure statements. I have attached a list with their names, positions and home addresses.

____ As of _____, 2008, I have returned the forms of (#) _____ school officials because they were incomplete. I have attached a list with their names, positions and home addresses.

I hereby certify that the above statements made by me are true and if said statements are found to be willfully false, I may be subject to punishment.

SIGNATURE OF BOARD SECRETARY/LEAD PERSON

DATE

PRINT NAME OF BOARD SECRETARY/LEAD PERSON

This form should be submitted with the original disclosure statements placed in alphabetical order, along with the Board Secretary Report Form, and filed at the Office of the County Superintendent by May 2, 2008 and again by July 1, 2008 for school officials newly elected or appointed after April 2008.

