FORT LEE BOARD OF EDUCATION FORT LEE, NEW JERSEY

MINUTES

PUBLIC BUSINESS MEETING
October 3, 2022
Lewis F. Cole Intermediate School Cafetorium
and Zoom Meeting

CALL TO ORDER BY THE PRESIDENT

The meeting was called to order at 6:30 p.m. by Board President, Ms. Colbath.

FLAG SALUTE

The Flag Salute was led by Mrs. Richter.

PUBLIC ANNOUNCEMENT

The Public Announcement was read by Mrs. Colbath.

ROLL CALL

Present: Mrs. Kim Curry, Dr. Catherine Golfinopoulos (*arrived 6:38 p.m.*), Mrs. Holly Morell,

Mrs. Kristen Richter, Mrs. Candace Romba, Mr. Michael Rubino, Ms. Julene

Stassou, Ms. Paula K. Colbath

Also Present: Mr. Robert L. Kravitz, Ms. Haqquisha Q. Taylor, Mrs. Diane Collazo-Baker,

Mr. Lester E. Taylor III, Board Attorney

Absent: Ms. Elisa Cho

EXECUTIVE SESSION

MOTION by Ms. Stassou, seconded by Mrs. Morell, at 6:32 p.m., to move into Executive Session.

MOTION carried unanimously upon voice vote, 8-0.

The Board reconvened into the Public Meeting.

RESOLUTIONS

Ms. Colbath read walk-in item #3B regarding a residency issue and walk-in #4B regarding a legal issue.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mr. Kravitz reminded everyone that during the summer the Board of Education set goals. Mr. Kravitz read Goal #3 and #4 and shared the action steps being taken to achieve these goals.

Fort Lee student representatives Michelle Choi, officer of the general city council at the Fort Lee High School and Eileen Baik, student representative of the student council shared a report. Ms. Choi shared that Friday, October 7th is spirit day, and that there was a pep rally at the High School last week. Ms. Baik shared that on October 12th the 10th and 11th graders will be taking the PSAT. Ms. Choi then shared that the students are adjusting well to the beginning of the school year.

COMMITTEE REPORTS

<u>Personnell Committee</u>: Chairperson Ms. Stassou shared that they discussed the open positions in the District.

PUBLIC WORK SESSION

None.

<u>HEARING OF CITIZENS- QUESTIONS AND COMMENTS FROM THE PUBLIC ON ITEMS LISTED</u> ON TONIGHT'S AGENDA AND ANY OTHER TOPIC OF CONCERN

MOTION by Mrs. Morell, seconded by Mrs. Richter, to open the floor to the public, 7:40 p.m.

MOTION carried unanimously upon voice vote, 8-0.

Public questions and comments included a shout out to the High School Representatives for doing a good job sharing their report; thanked Mr. Kravitz for doing an excellent job during his tenure; and shared how the Fort Lee Let's Include group are promoting greater representation of the Board of Education;

MOTION by Mrs. Morell, seconded by Mr. Rubino, to close the floor to the public, 7:44 p.m.

MOTION carried unanimously upon voice vote, 8-0.

RESOLUTIONS

BOARD

1B WHEREAS, the Fort Lee Board of Education has received the Superintendent's report of **incident(s) of Harassment/Intimidation/Bullying ("HIB")** within the District; and

WHEREAS, the Board has had the opportunity to review the Superintendent's recommendations with respect to the incident(s) of HIB.

NOW, THEREFORE BE IT RESOLVED, that the Board accepts the Superintendent's recommendations.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:37-15(d), the Superintendent of Schools shall inform the applicable parents/guardians of the students involved in these incidents with the following information within five school (5) days of this Board meeting:

- 1. The nature of the investigation;
- 2. Whether the District found evidence of HIB;
- 3. Whether discipline was imposed;
- 4. Whether services were provided to address the incident of HIB.

2B RESOLUTION OPPOSING THE PROPOSED INCREASES TO THE SCHOOL EMPLOYEES HEALTH BENEFITS PROGRAM

WHEREAS, the School Employees Health Benefits Program (SEHBP), governed by *N.J.S.A.* 52:14-17.46 et seq., offers medical, prescription drug, and dental coverage to participating school district employees, retirees, and eligible dependents; and

WHEREAS, all SEHBP plans are self-funded, meaning that the money paid out for benefits comes directly from an SEHBP fund supplied by participating local employers and member premiums; and

WHEREAS, the Division of Pensions and Benefits is responsible for the daily administrative activities of the SEHBP, the School Employees Health Benefits Commission is the executive organization responsible for overseeing the SEHBP; and

WHEREAS, the School Employees Health Benefits Commission, comprised of state officials, union representatives and a representative of the New Jersey School Boards Association, annually considers the calendar year premium levels for the Local Education Employee Group of the SEHBP based on recommendations found in the Rate Setting Recommendation Analysis of the Local Education Employee Group; and

WHEREAS, the School Employees' Health Benefits Plan Design Committee has the responsibility for and authority over the various plans and components of the plans, including for medical benefits, prescription benefits, dental, vision, and any other health care benefits, offered and administered by the SEHBP; and

WHEREAS, existing law requires three members of the School Employees' Health Benefits Plan Design Committee to be appointed by the Governor as representatives of public

employers (i.e., local school districts) whose employees are enrolled in the program, but currently all such representatives are state-level appointees; and

WHEREAS, the recommended rate changes for medical and prescription drug coverage for the Active 2023 Local Education Employer Group is 15.1%, which includes a 15.3% increase for active employees enrolled in NJ DIRECT 10/15 and a 14.9% increase for active employees enrolled in the NJ Educators Health Plan (NJEHP); and

WHEREAS, such proposed exorbitant rate increases will fall upon the local property taxpayer, as well as school employees, at a time where there is record inflation; and

WHEREAS, since employees enrolled the NJEHP pay a percentage of salary toward their health benefits per P.L.2020, c.44, commonly referred to as "Chapter 44", any increase in NJEHP premiums will fall almost entirely upon local boards of education, placing a severe strain on their budgets; and

WHEREAS, the proposed premium increase for most active employees will take thousands more out of their paychecks annually and lead to huge costs for local school districts that will translate into higher property tax bills for struggling families.

NOW, THEREFORE, BE IT RESOLVED, that the Fort Lee Board of Education in the County of Bergen calls upon the School Employees Health Benefits Commission to reconsider the rate increase and strike a rate increase that is appropriate in the current economic conditions; and

BE IT FURTHER RESOLVED, that the Fort Lee Board of Education in the County of Bergen urges the Legislature to adopt legislation expanding the composition of the School Employees Health Benefits Commission and the School Employees' Health Benefits Plan Design Committee to include additional representatives from local school district management; and

BE IT FURTHER RESOLVED, that the Fort Lee Board of Education in the County of Bergen urges the Legislature and executive branch to examine the impact that "Chapter 44" has had on school district budgets and to adopt legislation that will reverse any of its negative consequences and provide relief to those districts; and

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to Governor Murphy, State Treasurer Muoio, Senate President Scutari, Assembly Speaker Coughlin, Senator Gordon Johnson, Assemblywoman Shama A. Haider and Assemblywoman Ellen J. Park, and the New Jersey School Boards Association.

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education hereby:

3B <mark>Walk-</mark> in

 permits the following non-resident student(s) to continue enrollment at the Fort Lee Public Schools and waives tuition costs for the 2022-2023 school year.

STUDENT ID#

4539616461 (HS, Gr. 12)



THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, authorizes Eric Harrison, Esquire, of Methfessel & Werbel P. C. to **file a counterclaim on behalf of the Fort Lee Public Schools in the matter of Dobco, Inc. versus Fort Lee Board of Education** bearing arbitration number AAA #01-22-0003-7543.

MOTION by Mrs. Romba, seconded by Mrs. Morell, that the Fort Lee Board of Education approves items #1B through #4B.

MOTION carried unanimously upon roll call vote, 8-0

BUILDINGS & GROUNDS

1B&G THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, **approves the following change order:**

CHANGE ORDER SUMMARY SHEET OWNER: Fort Lee Board of Education

PROJECT NO.: 21061 ARCHITECT: ENV

PROJECT: Fort Lee Board of Education CONTRACTOR: AMCO Enterprises

VRF HVAC

Elementary School #1

DATE: March 1, 2022

CONTRACTOR	C.O. NO.	DESCRIPTION	AMOUNT	ALLOWANCE
AMCO Enterprises	CO-1	Additional ductwork insulation to the exhaust ductwork for the new ERV's on the first floor. This is to avoid any potential condensate to drip onto the hung ceiling tiles on high humidity days.	\$11,278.03	(\$5,000.00)
		TOTAL	\$6,278.03	-0-

MOTION by Mrs. Romba, seconded by Mrs. Morell, that the Fort Lee Board of Education approves item #1B&G.

MOTION carried unanimously upon roll call vote, 8-0.

CURRICULUM

1CUR THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves class trips listed on the attached summary. Attachment: 2022-10-03 CLASS TRIPS

MOTION by Mrs. Romba, seconded by Mrs. Richter, that the Fort Lee Board of Education approves item #1CUR.

MOTION carried unanimously upon roll call vote, 8-0.

FINANCE

- THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending August 2022 and certifies that the reports indicate that no major account or fund is over expended in violation of N.J.A.C. 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year. Attachment: BOARD SECRETARY'S REPORT-AUGUST 2022; TREASURER'S REPORT-AUGUST 2022
- **2F THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, confirms the **line item transfers for the month of August 2022**. In order to accomplish the aforesaid purpose, the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule. **Attachment: LINE ITEM TRANSFERS-AUGUST 2022**
- THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the current bills list in the amount of \$409,139.88 for October 2022 checks. Attachment: 2022-10-03 BILLS LIST
- 4F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the current Cafeteria bills list in the amount of \$101,329.83 for October 2022 checks. Attachment: 2022-10-03 CAFETERIA BILLS LIST

- THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of the claims on the current Athletic bills list in the amount of \$2,128.00 for October 2022 checks. Attachment: 2022-10-03 ATHLETIC BILLS LIST
- THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the Board President and School Business Administrator to execute Non-Resident Tuition Student Agreements for the following non-resident students for the 2022-2023 school year. Tuition rates to be determined by the Business Office and according to Board policy.

NON-RESIDENT TUITION STUDENT AGREEMENT						
STUDENT ID GRADE SCHOOL ATTENDI						
SID#7112439664	Gr. 10	High School				
SID#4689174418	Gr. 11	High School				
SID#4847673701	Gr. 10	High School				
SID#2214052787	Gr. 11	High School				
SID#7848415378	Gr. 9	High School				
SID#9884097100	Gr. 10	High School				
SID#6592684522	Gr. 7	Middle School				
SID#4754397079	Gr. K	School 4				

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the Board President and School Business Administrator to execute Non-Resident Special Education Tuition Agreement between the Fort Lee Board of Education (receiving district) and Englewood Cliffs Board of Education (sending district) for non-resident special education student including any related-services costs for the 2022-2023 school year.

NON-RESIDENT SPECIAL EDUCATION STUDENT AGREEMENT with Englewood Cliffs Board of Education							
STUDENT ID PROGRAM SCHOOL ATTENDIN							
SID#5993177038	MD	Middle School					

SID#3367612030	Autism	School 2
SID#3919804565	PreK	School 2

For the English of the Superintendent, authorizes the Board of Education, upon recommendation of the Superintendent, authorizes the Board President and School Business Administrator to execute a Non-Resident Special Education Tuition Agreement between the Fort Lee Board of Education (receiving district) and Palisades Park Board of Education (sending district) for non-resident special education students including any related-services costs for the 2022-2023 school year.

NON-RESIDENT SPECIAL EDUCATION STUDENT AGREEMENT with Palisades Park Board of Education					
STUDENT ID PROGRAM SCHOOL ATTENDING					
SID#5662591830	MD	High School			
SID#8392321417	MD	High School			

9F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves renewing the agreements/contracts of the following for the 2022-2023 school year.

AGREEMENTS 2022-2023 Bloodborne Pathogen Program Agreement

- 10F THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, authorizes the <u>renewal</u> of an Interlocal Services Agreement between the Fort Lee Board of Education and the Borough of Fort Lee for the assignment of one Class III Special Law Enforcement Officer ("SLEO III") for the 2022-2023 school year.
- 11F THEREFORE BE IT RESOLVED that the Fort Lee Board of Education does hereby approve an agreement with Region V, an approved Coordinated Transportation Service Agency, for the purposes of transporting students in accordance with Chapter 53, P.L. 1997 for the time period September 1, 2022 through June 30, 2023. The services to be provided include, but are not limited to, the Coordinated Transportation of non-public, out-of-district special education, vocational, technical, and summer programs.

MOTION by Mrs. Morell, seconded by Mrs. Richter, that the Fort Lee Board of Education approves items #1F through #11F.

MOTION carried unanimously upon roll call vote, 8-0.

PERSONNEL

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the attendance of staff members at the **staff trips/conferences** listed on the attached summary. **Attachment: 2022-10-03 STAFF TRIPS**

MOTION by Mrs. Richter, seconded by Mrs. Morell, that the Fort Lee Board of Education approves items #1F through #12F.

MOTION carried unanimously upon roll call vote, 6-0.

2P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **resignations**:

RESIGNATIONS						
Employee	Position	Location	Effective Date			
Jung Hee Won Paraprofessional LFCIS 09/30/2022						

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **appointments** for the 2022-2023 school year, pending verification of employment:

	<u>APPOINTMENTS</u>									
First Last Position Loc Position Control Annual Salary Effective Name Name										
llka	Oviedo	Bus Driver	District	00-9402-04	\$31,000.00	9/28/22 (amended)				
Zuleima	Ramos	Custodian	LFCMS	07-9400-09	Step 1 \$42,341.00	10/04/22				
Ernie	Szabo	Supervisor Buildings & Grounds	District	00-9001-01	\$74,000.00	10/11/22 or sooner				

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following **leaves**:

	<u>LEAVES OF ABSENCES</u>										
New or Unpaid Leave with Unpaid Leave No Return Name Position Loc Type Amend Paid Leave benefits Benefits Date											
Christina Agrapidis	Kindergarten Teacher	S1	Maternity	Amended	10/3/2022- 11/30/22	12/1//22- 6/30/23	N/A	9/1/23			
Jennifer Leyton	Teacher of Art	S3	Maternity	Amended	1/3/22 to 2/6/22	2/7/22 to 9/1/22	9/2/22 to 8/31/23	9/1/23			
Cheryl Zoll	Grade 1	S2	Medical	New	10/13/22- 12/23/22	N/A	N/A	1/3/23			

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves an additional 2022-2023 Horizontal Movement, based on graduate level studies that have been completed by faculty personnel, as per the FLEA agreement.

	Horizontal Movement 2022-2023 SY								
ID#	From 21-22 From 21-22 From 21-22 To 22-23 To								
#638	KAITLYN	CLAUSMAN	3-4	MA+20	\$64,475.00	4-5	MA+30	\$67,575.00	

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the amendment of a pensionable stipend of \$6,500, for teaching staff members assigned to **teach a sixth period** at Lewis F. Cole Middle School for the 2022-2023 school year. This resolution supersedes Resolution No. 31852 dated September 19, 2022 for this staff member only.

6th Period Stipends						
Le	Lewis F. Cole Middle School					
First Name Last Name Department						
Yesenia	Jimenez	Tech Education (amended)				

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following additional **Faculty Coordinator for the 2022-2023 school year**.

2022-2023 Faculty Coordinators/Program Coordinators					
Name	Department	Class	Stipend		
Nateka Brewton	Faculty Coordinator - Nursing	N/A	\$5,000		

THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **appointment of additional Home Instructors for the 2022-2023 school year** as follows:

HOME INSTRUCTORS 2022-2023				
Name	Certification Area(s)	Rate		
Angela Floratos	K-6 Regular and Special Education all Subject	\$45.00/hour		

9P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the following individuals as **substitute 1:1** paraprofessionals for Out-of-District Student ID#27090066 at the rate of \$17.75 per hour, for up to 20 hours each beyond the duration of their regular work day, not to exceed a total of \$710.00.

Anne Thomas Robert Azzolino **THEREFORE BE IT RESOLVED**, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the **establishment of a new club** at Lewis F. Cole Middle School for the 2022-2023 school year to replace the Spanish Club-MS, to enhance the opportunities for students:

ESTABLISHMENT OF NEW CLUBS 2022-2023				
New Club	Location	Advisor	Class	Stipend
Zoology Club - MS*	Lewis F. Cole Middle School	TBD	Α	\$2,126.00

^{*}Zoology Club - MS replaces the existing Spanish Club - MS

11P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of Co-Curricular Advisors for the 2022-2023 school year. All appointments are subject to completion of all personnel documentation and fingerprinting process, prior to starting of said activities.

CO-CURRICULAR 2022-2023				
Name	Co-Curricular Activity	;	Class	22-23 Stipend
Kathleen Larson	Computer Club - MS	MS	Α	\$2,126.00
Alycia Adams	Elementary Newspaper - S#3	S3	В	\$3,161.00
Janue Vargas	Bell Choir Director - MS	MS	Α	\$2,126.00
Kristina Casale	Environmental Club - S#3	S3	Α	\$2,126.00
Janue Vargas	Chorus Director-MS	MS	В	\$3,161.00
Angela Papas	Grade 8 Advisor - MS	MS	\$31.31/hr. not to exceed 30 hrs.= \$939.30	\$939.30
Nina Anderson	Intermedia (Art)-MS	MS	В	\$3,161.00
Cean Spahn	Library Council - MS	MS	A	\$2,126.00
Mary Terry	Orchestra Director - HS	HS	D	\$6,327.00
Mary Terry	Orchestra Director-MS	MS	В	\$3,161.00
Zachery Schlemm	Recreation Coordinator	MS	\$31.31/hr. Note: all appointments for Recreation Coordinator not to exceed \$6,002 (approx. 192 hours).	\$31.31/hr. Note: all appointments for Recreation Coordinator not to exceed \$6,002 (approx. 192 hours).
Stefanie Pinajian	SADD Advisor - MS	MS	В	\$3,161.00
Brian Larcheveque	Science League - MS	MS	В	\$3,161.00
Debra Brigida	Social Problem Solving Coordinator	District	С	\$4,754.00
Rachel Ventrella	Environmental Club - S#4	S4	A	\$2,126.00
Sandra Klein	SADD Advisor - S#3	S3	В	\$3,161.00
Nina Anderson	Student Ambassadors Coach - MS	MS	A	\$2,126.00

Sandy Kim- Namkung	SADD Advisor - S#4	S4	В	\$3,161.00
Jillian Reicherz	Student Council Advisor - MS	MS	В	\$3,161.00
Priscilla Yoon	Junior Class Co- Advisor	HS	В	\$1,580.50

12P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following Substitutes for the 2022-2023 school year:

SUBSTITUTES

Lauren Cortinas Caryn Feder Caren France Sloan Glebas Michael Pierce Joon Shin Joshua Steinman THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the appointment of the following Detention Monitors for students for the 2022-2023 school year to be paid at the rate of \$50 per hour:

DETENTION MONITORS

Bass. Chloe Bernardo, Cinzia Bijari, Jessica Elkechen, Suzanne Ellison, Leo Healy, Rachel Johnson, Angela Karabotsos, Sophia Kraljic, Peter Lodato, Brittany McMenamin. Kelly Picache, Justin Rodriguez, Yvette Salame, Charles William Straub Wolowitz, Stephen

14P THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the payment of unused vacation days for Robert Daniello, Principal at Lewis F. Cole Middle School, in the amount of \$17,096.25, based upon 25 days at a per diem rate of \$683.85 for the 2021-2022 school year.

MOTION by Mrs. Morell, seconded by Mr. Rubino, that the Fort Lee Board of Education approves items #1P through #14P.

MOTION carried unanimously upon roll call vote, 8-0.

POLICY

1POL THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the first reading of the following policy/regulation updates listed below: Attachment: 2022-10-03 1POL POLICY UPDATES (First Read)

Policy/Reg No.	Торіс
R5512	Harassment, Intimidation or Bullying Investigation Procedure (M) ABOLISHED

2POL THEREFORE BE IT RESOLVED, that the Fort Lee Board of Education, upon recommendation of the Superintendent, approves the second reading and adoption of the following policy/regulation updates listed below: Attachment: 2022-10-03 2POL POLICY UPDATES (Second Reading & Adoption))

Policy/Reg No.	Topic	
P2425	Emergency Virtual or Remote Instruction Program (M) (Revised)	
R2425	Emergency Virtual or Remote Instruction Program (M) (New)	
P8550	Meal Charges Outstanding Food Service Bill (M) (Revised)	
P5512	Harassment, Intimidation, and Bullying (M) (Revised)	

MOTION by Mrs. Morell, seconded by Mrs. Romba, that the Fort Lee Board of Education approves items #1POL and #2POL.

MOTION carried unanimously upon roll call vote, 8-0.

OLD BUSINESS

None.

NEW BUSINESS

Mrs. Morell shared that she is delighted when the Board and Administrators can make a difference in a student's life.

Mr. Rubino announced that the Athletic Club is having an event on Thursday, October 27th.

ADJOURNMENT

MOTION by Mr. Rubino seconded by Mrs. Morell, to adjourn, 8:06 p.m.

MOTION carried unanimously upon voice vote, 8-0.

RESPECTFULLY SUBMITTED,

Haqquisha Q. Taylor

Haqquisha Q. Taylor

SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

HQT/toc 10/11/2022