

AGENDA  
 Board of Education  
 Warren City School District  
**Regular Meeting** – February 20, 2024 – 6:00 p.m.  
 Lincoln PK – 8 School, Cafetorium  
 With Live Stream available at warrencityschools.org



*This meeting is a meeting of the Warren City Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participating during the meeting, as indicated in Agenda Items No. 11a and 11b.*

1. Call to Order

2. Roll Call by Approved Rotation

Dr. Alls, Mr. Flanagan, Mrs. Limperos, Mrs. Patterson, Mr. Walker

3. Executive Session

Under the provisions of ORC 121.22, the Warren City Board of Education recessed to Executive Session at \_\_\_\_\_ p.m. to discuss:

- A. Consideration of Appointment, Employment, Promotion, etc. of Public Employees
- B. Investigation of Charges or Complaints Against Public Employee
- C. Conference with an Attorney Involving Pending Legal Action
- D. Consideration of the Purchase of Property for Public Purposes or Sale of Property at Competitive Bidding
- E. Preparing for, Conducting, or Reviewing Negotiations with Public Employees
- F. Matters Required to be Kept Confidential by State or Federal Law
- G. District Security Arrangements and Emergency Response Protocols
- H. Consideration of Confidential Information Related to Economic Development Project

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

4. Communications

5. Adoption of Agenda

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

6. Treasurer's Report

7. Superintendent's Report

A. Recognition of Athletic Director Nicholson and Coach Steven T. Arnold

B. Lincoln PK – 8 School Update – Lincoln Administrative Team

8. Board of Education Committee Reports

A. Athletics *(Patti Limperos and Julian Walker)*

B. Finance Advisory *(Alisha Alls and Patrick Flanagan)*

C. Board Policies and Guidelines *(Regina Patterson and Patrick Flanagan)*

D. Legislative Liaison *(Alisha Alls and Patti Limperos)*

E. TCTC Board Representative *(Regina Patterson)*

9. Old Business

10. New Business

11a. Public Participation (for identified agenda items only)

**Treasurer's Recommendations**1. Minutes

It is recommended the resolution listed below regarding the January 30, 2024 Board Minutes be approved as submitted.

BE IT RESOLVED, under the provisions of ORC 3313.26, the reading of the minutes of the following Board Meetings be waived and the minutes be approved:

Regular Meeting held January 30, 2024

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

2. Monthly Financial Statement

It is recommended the resolution listed below regarding the January, 2024 financial statement and short term investments made by the Treasurer during January, 2024, EXHIBIT A, (pp. 37 – 38), be approved as submitted.

BE IT RESOLVED that the following financial statement be approved:

	<b>General Fund</b>	<b>All Other Funds</b>	<b>Total All Funds</b>
<b>Beginning Balance</b>			
<b>July 1, 2023</b>	\$61,449,871.93	\$38,023,272.23	\$99,473,144.16
<b>MTD Receipts</b>	4,807,094.34	4,281,544.14	9,088,638.48
<b>FTD Advances In</b>	-0-	-0-	-0-
<b>FTD Receipts</b>	42,448,324.02	27,553,959.95	70,002,283.97
<b>MTD Expenditures</b>	5,441,226.70	4,421,662.31	9,862,889.01
<b>FTD Advances Out</b>	-0-	-0-	-0-
<b>FTD Expenditures</b>	38,235,100.86	35,799,857.56	74,034,958.42
<b>Ending Balance</b>			
<b>January 31, 2024</b>	65,663,095.09	29,777,374.62	95,440,469.71

BE IT FURTHER RESOLVED that the following interest from short-term investments be approved:

<b>Fund</b>		<b>Amount</b>
001-0000 A10-General Fund	\$	93,589.99
004-9203 COPS Farmer's	\$	22,077.80
006-0000 FS-Food Service	\$	2,465.34
401 Auxiliary Services	\$	<u>92.67</u>
Total	\$	118,225.80

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

3. 2023-24 Co-curricular Budget and Purpose Statements

It is recommended the resolution listed below establishing 2023-24 Co-curricular Budget and Purpose Statements be approved as submitted.

BE IT RESOLVED that the Warren City Board of Education approve the purpose statements and budgets (on file in the Treasurer's Office) for the following 2023-24 Co-curricular Activity Accounts:

<u>Fund/S.C.C.</u>	<u>Activity Code/Name</u>	
300-9022	SAPB22	Prep Bowl Warren G. Harding
300-9022	SA-225	Boys Track & Field Warren G. Harding

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

4. Revised Appropriation Budgets

It is recommended the resolution listed below for revised appropriation budgets (a. and b.) be approved as submitted.

BE IT RESOLVED that the Warren City Board of Education approve the following revised appropriation budgets:

- a.     Fund/S.C.C.:       IDEA-B Special Education  
                               Fund #516, S.C.C. #9240  
           FY2024 Apprn.:   \$2,352,126.61  
           Rev. Apprn.:     \$2,338,941.92  
           Exec. Director:   Patricia Dreher, Special Education  
           Purpose:         \$13,184.69 decrease due to reallocation of funds and  
                                   carryover.
  
- b.     Fund/S.C.C.:       IDEA Early Childhood Special Education  
                               Fund #587, S.C.C. #9240  
           FY2024 Apprn.:   \$32,985.55  
           Rev. Apprn.:     \$31,629.29  
           Exec. Director:   Patricia Dreher, Special Education  
           Purpose:         \$1,356.26 decrease due to reallocation of funds and  
                                   carryover.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

5. Approve the Application, Accept the Grant and Approve the Grant Appropriations

It is recommended the resolution listed below to approve the application, accept the grant and approve the grant appropriation (a.) be approved as submitted.

BE IT RESOLVED that the Warren City Board of Education approve the application, accept the grant and approve the following appropriation:

- a.     Name of Grant:     American Rescue Plan Homeless Children and Youth II  
        Fund/S.C.C.:     Fund #507 S.C.C. #9223  
        Amount:           \$70,998.12  
        Funding:          Ohio Department of Education and Workforce  
                                 Development  
        Period:           January 1, 2023, through June 30, 2024.  
        Supervisor:       Jill Merolla, Community Outreach and Grant  
                                 Development  
        Purpose:          To provide extended supports for Homeless families.

**Appropriation:**

<b>Fund</b>	<b>Func.</b>	<b>Obj.</b>	<b>S.C.C.</b>	<b>Description</b>	<b>Amount (\$)</b>
507	2110	412	9223	Purchased Service	29,391.68
507	2110	511	9223	Prof. Develop Materials	70.40
507	2110	412	9223	Pur. Ser. Pro Development	11,036.04
507	2829	650	9223	Capital Outlay-Vehicle	30,000.00
507	2590	890	9223	Indirect Costs	500.00
				Total:	\$70,998.12

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_



**Superintendent's Recommendations**1. Change in Date of Regular Board Meeting

It is recommended the resolution listed below changing the date of a Regular Board Meeting from Tuesday, March 19, 2024, to Tuesday, March 12, 2024, be approved as submitted.

WHEREAS, the Warren City Board of Education established the times, dates, and locations of its regular board meetings at its January 9, 2024 Organizational Meeting (MOTION NO. 01-2024-05); and

NOW, THEREFORE, BE IT RESOLVED that the date of the Regular Board Meeting be changed from Tuesday, March 19, 2024, to Tuesday, March 12, 2024, at 6:00 p.m. at McGuffey PK – 8 School.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

## 2. Board Work Sessions Scheduled

It is recommended the resolution listed below scheduling Board Work Sessions (a. and b.) be approved as submitted.

WHEREAS, the Warren City Board of Education established the times, dates, and locations of its regular board meetings at its January 9, 2024 Organizational Meeting (MOTION NO. 01-2024-05); and

WHEREAS, changes may be made or additional meetings called if determined necessary, in addition to special meetings as provided for in ORC 3313.16 and governed by ORC 121.22.

NOW, THEREFORE, BE IT RESOLVED that two work sessions are scheduled as follows:

- a.     Date:           March 4, 2024  
          Time:           5:30 pm  
          Location:    Board Room, Administration Building  
                           105 High Street NE, Warren 44481  
          Purpose:    A Work Session/Board Retreat and transact any and all  
                           business that may come before the Board.
  
- b.     Date:           March 11, 2024  
          Time:           5:30 pm  
          Location:    Board Room, Administration Building  
                           105 High Street NE, Warren 44481  
          Purpose:    A Work Session to receive District updates from Central Office  
                           Administrators and transact any and all business that may come  
                           before the Board.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

### 3. Early Release

It is recommended the resolution listed below to add additional Early Release Days be approved as submitted.

WHEREAS on Wednesday, March 13, 2024 Warren G. Harding High School will be administering the PSAT and SAT to students in various grade levels and the building administration is requesting a 2.0 hour early release for all WGH students to best facilitate a morning testing environment; and

WHEREAS on Monday, April 8, 2024 portions of Ohio are scheduled to be in the zone of an eclipse mid to late afternoon and the Emergency Management Agency (EMA) has advised local school districts to consider not being in session during the active eclipse timeframe, and

WHEREAS the Superintendent/CEO of the Warren City Schools has considered both recommendations, and is recommending 2.0 early release on Wednesday, March 13 for students in grades 9 – 12 attending Warren G. Harding High School and on Monday, April 8, 2024 for all students attending Warren City School District.

WHEREAS the 2023-24 school calendar was approved at the Board Meeting held on November 29, 2022 (MOTION 11-2022-229)

WHEREAS, formal adoption of a school calendar does not prevent the Board from amending such calendar at a later date.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3313.48, ORC 3313.47, other appropriate Ohio Revised Codes, Ohio Administrative Codes, and standard operating procedures, the early release day for Warren G. Harding High School and the District, are approved as indicated.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

#### 4. Agreements, Contracts, and/or Leases

It is recommended the resolution listed below entering into agreements, contracts, and/or leases (a. and b.) be approved as submitted.

BE IT RESOLVED that the Warren City Board of Education approve entering into the following agreements, contracts, and/or leases.

- a. Agreement: Eastern Gateway Community College  
Sarah Fletcher  
101 E. Federal Street  
Youngstown, OH 44503  
(330) 480-0726  
sfletcher@egcc.edu  
EXHIBIT B, (pp. 39 – 49):
- Amount: Tuition rate per credit hour will depend on delivery method and student's county of residence.
- Period: Fall 2024/Spring 2025
- Exec. Director: Wendy Hartzell, Chief Academic Officer
- Purpose: To increase the educational options and opportunities for secondary students by allowing them to earn credit at the secondary and postsecondary levels simultaneously.
- #
- b. Agreement: College Credit Plus Dual Enrollment Program  
Youngstown State University  
Dr. Jennifer Pintar, Interim Provost  
1 Tressel Way  
Jones Hall 3001  
Youngstown, OH 44555  
EXHIBIT C, (pp. 50 – 56):
- Amount: Tuition for the program is aligned with the Ohio College Credit Plus tiered default rates.
- Period: Fall 2024/Spring 2025
- Exec. Director: Wendy Hartzell, Chief Academic Officer
- Purpose: To increase the educational options and opportunities for secondary students by allowing them to earn credit at the secondary and postsecondary levels simultaneously.

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AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

## 5. Declaring Transportation Impractical

It is recommended the resolution listed below be approved as submitted.

WHEREAS, the Warren City School District Board of Education (hereafter the "Board") has carefully considered transportation options for students enrolled in the District, a nonpublic or community school, or the joint vocational school under Ohio Revised Code Section 3327.01; and

WHEREAS, for each of the students listed, the Board has considered the following:

- 1) The time and distance required to provide the transportation;
- 2) The number of pupils to be transported;
- 3) The cost of providing transportation in terms of equipment, maintenance, personnel and administration;
- 4) Whether similar or equivalent service is provided to other pupils eligible for transportation;
- 5) Whether and to what extent the additional service unavoidably disrupts current transportation schedules;
- 6) Whether other reimbursable types of transportation are available.

WHEREAS, the option of offering payment-in-lieu of transportation is provided by the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by the Warren City School District Board of Education as follows:

Section 1: After fully and carefully considering each of the factors listed above, the Board hereby declares that it is impractical to transport the student(s) in Exhibit D, (p. 57), for the **2023 – 2024** school year, and further hereby offers the parent(s)/guardian(s) payment-in-lieu of transportation. The reasons for the decision include a combination of the cost of transporting the students and disruption to the current transportation schedule in terms of equipment, routing and scheduling personnel, the number of students being transported, as well as time and distance required to provide the transportation, whether other types of reimbursement are available, and whether similar or equivalent service is provided to other pupils eligible for transportation.

Section 2: The treasurer shall report on behalf of the Board the Board's determination of impracticability to the State Board of Education.

Section 3: The Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of its committees, if any, which resulted in formal action, were taken in meetings open

to the public, in full compliance with applicable legal requirements, including Ohio Revised Code Section 121.22.

Section 4: This resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of this Board of Education that may be inconsistent or duplicative with the provisions of this resolution.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

## 6. Field Trip

It is recommended the resolution listed below regarding field trip (a. thru c.) be approved as submitted.

WHEREAS, the Board of Education has adopted a policy which requires the Board to approve field trips and other District-sponsored trips which are planned to keep students out of the District overnight or longer; and

WHEREAS, Board Policy 2340 further recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools; and

WHEREAS, Board Policy 2340 requires proper planning to ensure such trips are educationally sound and address the issue of safety and welfare of students, teachers, and chaperons; and

WHEREAS, the following field trip has been recommended and written confirmation has been received that the field trip has been planned and will be executed per Board Policy and Rules and Regulations.

NOW, THEREFORE, BE IT RESOLVED that the following field trip be approved:

- a.     Destination:           Rockland Community College – Athletic Center  
                                   145 College Road, Suffern, NY  
           Class/Group:       Robotics, FIRST Team Participants  
           Dates of Trip:     March 6, 2024, returning March 9, 2024.  
           Principal:         Janis Ulicny, WGH Principal  
           Sponsor:          Frank Bosak  
           Cost:              \$538.00 per student.  
           Funding:         Warren City Schools Account AFP98; and First Robotics  
                                   Parent Booster Organization  
           Purpose of Trip:   Students will develop academic and work related skills  
                                   within a competitive environment.
  
- b.     Destination:           Wolstein Center – Cleveland, OH  
                                   Robotics, FIRST Team Participants  
           Dates of Trip:     March 21, 2024, returning March 23, 2024.  
           Principal:         Janis Ulicny, WGH Principal  
           Sponsor:          Frank Bosak  
           Cost:              \$162.00 per student.  
           Funding:         Warren City Schools Account AFP98; and First Robotics  
                                   Parent Booster Organization

Purpose of Trip: Robotics Regional Competition. Students will develop academic and work related skills within a competitive environment.

- c. Destination: Cintas Center  
1624 Musketeer Dr, Cincinnati, OH 45207  
Class/Group: Robotics, FIRST Team Participants  
Dates of Trip: April 4, 2024, returning April 6, 2024.  
Principal: Janis Ulicny, WGH Principal  
Sponsor: Frank Bosak  
Cost: \$199.00 per student.  
Funding: Warren City Schools Account AFP98; and First Robotics Parent Booster Organization.  
Purpose of Trip: Robotics Regional Event. Students will develop academic and work related skills within a competitive environment.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_



7. Ohio Department of Education Certification for Ohio Teachers Evaluation System and Ohio Principal Evaluation System

It is recommended the resolution listed below regarding the Ohio Department of Education Certification for credentialed Ohio Teachers Evaluation System and Ohio Principals Evaluation evaluators be approved as submitted.

WHEREAS, the Warren City Board of Education wishes to support the efforts of the Ohio Department of Education evaluation system, and

WHEREAS, the following certificated, individuals have passed and met the appropriate standards adopted by the state board of education and are considered credentialed evaluators.

NOW, THEREFORE, BE IT RESOLVED that the following individual(s) be approved.

**OPES 2.0**

Alex Geordan

**OTES 2.0**

Nina Elias

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

8. Tuition Reimbursement

It is recommended the resolution listed below for tuition reimbursement be approved as submitted.

WHEREAS, the master working agreements between various bargaining units and the Warren City Board of Education provide for tuition reimbursement for qualified staff; and

WHEREAS, the following employees have submitted proper verification qualifying them for tuition reimbursement in the amounts indicated.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3319.071, tuition reimbursement is approved as indicated and shall be so made:

Certificated – 2023 – 2024 School Year:

KIRKSEY, Bertha	\$ 500.00
STAMP, Karen	\$ 500.00

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

## 9. Acceptance of Gifts

It is recommended the resolution listed below regarding acceptance of gifts be approved as submitted.

WHEREAS, the gifts, as briefly herein described, have been offered to the Warren City School District; and

WHEREAS, the Board has the statutory authority to accept such gifts providing such acceptance does not remove any portion of the public schools from the control of the Board.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3313.36, the Board hereby accepts the gifts.

BE IT FURTHER RESOLVED, under the provisions of ORC 3313.47, the Board hereby declares that acceptance of the gifts does not at this time remove any portion of the public schools from the control of the Board; and

BE IT FINALLY RESOLVED that the Board is appreciative of the generosity of the gifts and the remembrance of this school district and its students.

Benefactors	Brief Description of Gifts and/or Services	
Apostolic Penetecostal Church 3101 Deforest Road SE Warren, OH 44484	Willard PK – 8 Staff Monetary Donation Value: \$150.00	[1]
Hampton Inn & Suites Niles/Warren 5581 Youngstown Warren Rd. Niles, OH 44446	Raider Pantry Program Toiletries and Gift Baskets Estimated Value: \$500.00	[2]
The River Church 4257 Tod Ave NW Warren, OH 44485	McGuffey PK – 8 School Freezer and Frozen Foods Estimated Value: \$1,200.00	[3]

[1] To be used to support the staff of Willard PK – 8 School.

[2] To be used to support the students of Willard PK – 8 School.

[3] To be used to support the students of McGuffey PK – 8 School.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

## 10. Personnel Recommendations

It is recommended the resolution listed below regarding personnel items (a. through k.) be approved as submitted.

### CERTIFICATED:

#### a. Leave of Absence – Certificated

WHEREAS, ORC, 3319.13 requires that employees be granted leaves of absence upon their request for reasons of illness or disability and permits leaves of absence for other reasons as approved by the Master Contract between the Warren City Board of Education and the Warren Education Association; and

WHEREAS, ORC 3319.13 requires that upon return to work the employees on leave under this statute shall return to the same contract status held prior to the leave.

NOW, THEREFORE, BE IT RESOLVED, under the provision of ORC 3319.13, the following leave is recognized and/or granted for the dates indicated.

- (1) Erin Durkin, Early Childhood Education Teacher, Leave of Absence, effective 02/13/2024.
- (2) Deanna Reed, Early Childhood Education Teacher, Leave of Absence, effective 02/13/2024.
- (3) Sofia Ross, Early Childhood Education Teacher, Leave of Absence, effective 02/15/2024.

#### b. Certificated Personnel – Individual Salary Schedule Placement Change (for additional training or experience)

WHEREAS, ORC 3317.13 and 3317.14 require compensation of teachers according to an adopted salary schedule with provision for increments based upon training and years of service; and

WHEREAS, the employees herein named have submitted proper verification qualifying for a change of placement on the salary schedule.

NOW, THEREFORE, BE IT RESOLVED that under the provisions of ORC 3317.14, change of placement on the salary schedule is approved as

indicated and shall be so made to be effective January 19, 2024, prorata as indicated.

- (1) Joseph Austin, Limited Contract, Salary Table A, from B18-03, **TO M-03**, prorata, effective 01/19/2024.
- (2) Annamarie Buontavolonta, Limited Contract, Salary Table A, from B18-12, **TO M-12**, prorata, effective 01/19/2024.
- (3) Patricia Fisher, Continuing Contract, Salary Table A, from M-25, **TO M30-25**, prorata, effective 01/19/2024.
- (4) Shauna McKinstry, Limited Contract, Salary Table A, from B-03, **TO B18-03**, prorata, effective 01/19/2024.
- (5) Jenna McNemar, Limited Contract, Salary Table A, from B-03, **TO B18-03**, prorata, effective 01/19/2024.
- (6) Cara Meadows, Continuing Contract, Salary Table A, from M-18, **TO M30-18**, prorata, effective 01/19/2024.
- (7) Ronald Nelson, Limited Contract, Salary Table A, from B-15, **TO M-15**, prorata, effective 01/19/2024.

c. Appointments – Certificated – Hourly Employment (2023-24 School Year)

WHEREAS, to prepare for temporary, as needed, casual, on-call hourly certificated personnel to provide educational services for students; and

WHEREAS, such temporary, as needed, casual, on-call employment preparation is needed for only the dates specified not to extend beyond the current school year.

NOW, THEREFORE, BE IT RESOLVED under the provision of ORC 3319.07 and 3319.08, the following employment action is taken. Pursuant to the provisions of Section 3319.11, Ohio Revised Code, these teachers shall not be reemployed to perform these supplemental contract duties for the ensuing school year. The supplemental contract shall state that the Board of Education gives notice of non-reemployment for the ensuing school year.

BE IT FURTHER RESOLVED that under the provisions of ORC 3319.01, such employees shall be directed and assigned.

- (1) Supplemental contract for participating in Warren City Schools District Math Leadership Team Meetings, effective 01/30/2024 through

06/30/2024, \$30.04 per an hour, on an as needed basis, to be paid from Title I-SI Fund #536 SCC #9241, Title I-A #572, SCC #9241, and Title II-A Fund #590, SCC #9242, not to exceed \$181.00 each (Recommended by C. Bero, Executive Director of State & Federal Programs)

Khristine Krcelic

- (2) Supplemental contracts for the purpose of providing instruction in the McGuffey PK-8 Afterschool Program, as scheduled, effective 02/12/2024 through 03/14/2024, \$30.04 per an hour, on an as needed basis, to paid from Title I SI Fund #536, SCC #9241, and Title I Fund #572, SCC #9241, not to exceed \$601.00 each (Recommended by C. Bero, Executive Director of State & Federal Programs)

Erica Aulizia  
Joseph Austin  
Annamarie Buonavolanta  
Stephanie Caldwell  
Heather Collier  
Patricia Fisher  
Andrea Galloway  
Abby Logan  
Trillion McCarty

Olivia Nicholas  
Kimberly Orr  
Jessica Smith  
Victoria Wagner  
Charla Thomas  
Melanie Vlad  
Emily Ward  
Rebecca Woodyard  
Paula Yauger

- (3) Supplemental contracts for the purpose of IEP and ETR monitoring by the Internal Monitoring Team, effective 12/22/2023 through 03/08/2024, \$30.04 per an hour, on an as needed basis, to be paid from Fund #516, SCC #9240, not to exceed \$602.00 each (Recommended by P. Dreher, Executive Director of Special Education)

Natalie Allison  
Kimberly Armstrong  
Melissa Bartholomew  
Debra Bidinger  
Brittany Boerio  
Jenna Bryant  
Carolyn Daugherty  
Collette Dennison  
Jennifer Jaminet  
Mary Kate Keating  
Adrian Komora  
Joey Koval  
Rylee Laswell-Bernhard

Gregory Lazzari  
Laurie Liguori  
Christopher Lowry  
Elizabeth McComb  
Mesa Morlan  
Christopher Penezich  
Kristie Pierce  
Erika Prater  
Nicole Ryser  
Susan Stowe  
Nicole Varley  
Corinna Williamson

- (4) Supplemental contracts for Gifted Education Training and Professional Development, effective 02/05/2024 through 06/30/2024, \$30.04 per an hour, on an as needed basis, to be paid from AGTSUB, Fund #001, SCC #0000, not to exceed \$750.00 each (Recommended by R. Teutsch, Executive Director of Curriculum & Instruction)

**Jefferson PK-8:**

Christie Cialkowski  
Charlene Dedo  
Gina Hudak  
Katherine Jenkins  
Lisa Mesaros  
Stacy Milleson  
Tina Noble  
Annamarie Paolucci  
Roy Ryser  
Melinda Vrable

**McGuffey PK-8:**

Annamarie Buonavolonta  
Heather Collier  
Nicole Davis  
Kayla Kelsh  
Cheryl Leshnack  
Katherine Neal  
Kimberly Orr  
Rebecca Woodyard  
Paula Yauger

**Harding:**

Courtney Susko  
Ahmed Sutton  
Kristy Thornton

**Lincoln PK-8:**

Samarra Caffey  
Lauren Catuogno  
Stephanie Collier  
Laura DiGiacobbe  
Kathleen Fetcenko  
Megan Grayham  
Tina Henderson  
Jennifer Holbrook  
Janna Jackson  
Shannon Popodak  
Ashley Rupp  
Angela Toro

**Willard PK-8:**

Michael Cline  
Annette Constantino  
Molly James  
Cara Meadows  
Ronald Nelson  
Amber Opperman  
Tracy Pinter  
Valerie Thomas  
Nina Vaughn  
Kathleen Wilson

- (5) Supplemental contracts for the purpose of providing instruction in the Lincoln PK-8 Afterschool Intervention Program, as scheduled, 02/14/2024 through 03/28/2024, \$30.04 per an hour, on an as needed basis, to paid from Title I Fund #572, SCC #9241, and ARP ESSER Fund #507, SCC #9230, not to exceed \$631.00 each (Recommended by C. Bero, Executive Director of State & Federal Programs)

Leesa Boyer  
Kristen Bozin  
Gail Button  
Theresa Chuckska

Julie Massucci  
Elizabeth McComb  
Jocelyn McClellan  
Kelly Notar (SUB)

Jodi Devine  
 Ashley Folman (SUB)  
 Brandi Gazso  
 Megan Grayham  
 Christina Gregory  
 Jennifer Holbrook  
 Jennifer Hood  
 Laura Luoma

Taylor Roberts  
 Erikka Sampson  
 Tamara Stanovcak  
 Jacqueline Thomas  
 Angela Toro  
 Lori Voytko  
 Michelle Gibson-Williams  
 Karen Zagorec

- (6) Supplemental contracts for the purpose of providing instruction in the Willard PK-8 Gr. 3-5 Before School Intervention Program, effective 02/13/2024 through 03/14/2024, \$30.04 per an hour, on an as needed basis, to paid from Title I Fund #572, SCC #9241, and ARP ESSER Fund #507, SCC #9230, not to exceed \$451.00 (Recommended by C. Bero, Executive Director of State & Federal Programs)

Jenna Bryant  
 Brittany Boerio  
 Rebecca Boyle  
 Kamryn Buckley

Faith Clear  
 Tasha Dragish  
 Molly James

- (7) Supplemental Contract for **Christopher Penezich**, E Sports – Assistant Coach (**Spring session** - Boys/Girls), held at Warren G. Harding, for the 2023-24 school year, to be paid from Fund #001, SCC #0000, not to exceed \$1,337.00 (100% of Contract) (Recommended by W. Nicholson, Athletic Director)
- (8) Supplemental Contract for **Jared Adler**, E Sports – Assistant Coach (**Spring session** - Boys/Girls), held at Warren G. Harding, for the 2023-24 school year, to be paid from Fund #001, SCC #0000, not to exceed \$1,337.00 (100% of Contract) (Recommended by W. Nicholson, Athletic Director)
- (9) Supplemental contracts for participating in Warren City Schools District Literacy Leadership Team Meetings from 01/30/2024 through 06/30/2024, \$30.04 per an hour, on an as needed basis, to be paid from Title I-SI Fund #536, SCC #9241, Title I-A Fund #572, SCC #9241, and Title II-A Fund #590, SCC #9242, not to exceed \$212.00 each (Recommended by C. Bero, Executive Director of State & Federal Programs)

**McGuffey PK-8:**

Kayla Rieser  
 Shelley Russell



- (10) Supplemental contract for **William Nicholson**, Sectional/District Manager of the Girls Basketball Sectional Tournament, held at WGH Gymnasium on 02/17/2024, to be paid from Fund #022, not to exceed \$150.00 (Recommended by S. Chiaro, Superintendent/CEO)
- (11) Supplemental contract for **Christopher Lowry**, Sectional/District Side Clock Operator of the Manager of the Girls Basketball Sectional Tournament, held at WGH Gymnasium on 02/17/2024, to be paid from Fund #022, not to exceed \$50.00 (Recommended by S. Chiaro, Superintendent/CEO)
- (12) Supplemental contract for Resident Educator Coordinator, effective the 2023-24 school year, to be paid based on Index 6.0 consistent with Salary Table B, Fund #001, SCC #0000 (Recommended by S. Chiaro, Superintendent/CEO)

Mary Olesky

d. Employment – Certificated (current regular employee) (Co-Curricular year) (2023-24 school year)

WHEREAS, the following co-curricular positions have been offered to the certificated employees of this school district; and

WHEREAS, the following certificated, current, regular employees have applied, meet appropriate standards adopted by the state board of education and are acceptable to the administration; and

WHEREAS, persons employed for coaching positions are required to submit verification of completion of CPR and Sports Medicine Clinic certification.

WHEREAS, any persons employed for a supplemental limited contract position here in named and does not complete or comply with said supplemental limited contract as outlined and directed by the building principal(s) and/or athletic director due to resignation, termination, leave of absence, suspension and/or non-compliance of said supplemental limited contract, upon review and at the sole discretion of the building principal(s) and/or athletic director, the payment of the supplemental limited contract may be prorated based upon fact-finding.

NOW, THEREFORE, BE IT RESOLVED that under the provisions or ORC 3319.08, the following persons are employed for one school year, on a limited contract, for the pupil activity program as indicated. Pursuant to the provisions of Section 3319.11, Ohio Revised Code, these persons shall not be re-employed to perform this same duty for the ensuing school year. The

supplemental limited contract shall state that the Board of Education gives notice of non-reemployment for the ensuing school year. (Recommended by Athletic Director, William Nicholson)

**(The payment of supplemental contracts listed below are subject to proration at the discretion of the Superintendent.)**

- (1) Gariana Bercheni – Track Assistant (Girls) - Code #68.0, Index 5.6, High School – Warren G. Harding High School, Salary Table B, 100% of Contract.
- (2) Stephen Bero - Track Assistant (Boys) - Code #67.0, Index 5.6, High School – Warren G. Harding High School, Salary Table B, 100% of Contract.
- (3) Andrew Burnett – Baseball – Head Coach – Code #31.0, Index 11.2, High School – Warren G. Harding High School, Salary Table B, 100% of Contract.
- (4) Eric Lydic – Tennis (Boys) - Code #63.0, Index 7.0, High School – Warren G. Harding High School, Salary Table B, 100% of Contract.
- (5) Charles Penny – Track – Head Coach (Boys) - Code #65.0, Index 11.2, High School – Warren G. Harding High School, Salary Table B., 100% of Contract.
- (6) Charles Penny, - Track – Head Coach (Girls) - Code #66.0, Index 11.2, High School – Warren G. Harding High School, Salary Table B, 100% of Contract.

**CLASSIFIED:**

e. **Resignations – Classified**

WHEREAS, the employees herein named have requested to be released from all contracts of employment by way of resignation as specified at the effective dates indicated.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3319.081, these resignations are accepted.

BE IT FURTHER RESOLVED that the Board of Education commend the public service rendered, commitment to young people, and loyalty to the schools and community; and

BE IT FINALLY RESOLVED that these resignations are accepted with regret, but with the best wishes and sincere appreciation.

- (1) Raven Higgins, 5.5 Hr. Bus Driver, Transportation, Salary Table D. effective 02/07/2024.
- (2) Cheryl Pike, MD Educational Assistant, Jefferson PK-8 Building, Salary Table I, effective 02/21/2024.

f. Military Leave – Classified

WHEREAS, ORC 3319.13 requires that employees be granted a leave of absence upon their request and permits leaves of absence as approved by the Warren City Board of Education; and

WHEREAS, ORC 3319.13 requires that upon return to work the employees on leave under this statute shall return to the same contract status held prior to the leave.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3319.13, the following leaves are recognized and granted for the approximate dates indicated.

- (1) The following Military Leave – Classified Board resolution approved at the January 30, 2024, Regular Board Meeting, **MOTION NO. 01-2024-34**, Section j., item no. 1, Kyle Huey, Floating Night Janitor, for the 2023-2024 contract year as follows: **June 1, 2024-June 14, 2024** – WAREX (ECT) Training-Army Reserve, be **AMENDED** to **June 1, 2024-June 15, 2024** – WAREX (ECT) Training-Army Reserve.

g. Initial Regular Employment – Classified

WHEREAS, a need exists for the services to be rendered by the person herein named; and

WHEREAS, such employee has rights, benefits, and protection afforded them through the Board approved Agreement between their respective Union(s), and the Warren City Board of Education, and shall be a member of the School Employees Retirement System, and shall be compensated according to the before mentioned Agreement(s); and

WHEREAS, a vacancy exists for this employment action.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3319.081 and 3319.083, the following employment action is taken; and

BE IT FURTHER RESOLVED, under the provisions of ORC 3319.01, such employee shall be directed and assigned.

- (1) Joshua Mistovich, Carpenter, Administration, Salary Table F, effective 02/12/2024 (Begin 30 days probationary period). (Recommended by J. Lacy, Executive Director of Business Operations)

h. Change in Classification – Classified

WHEREAS, the following change of employee classifications are made for the benefit of the District.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3319.01, the following change in employee working classifications are made as of the date indicated.

BE IT FURTHER RESOLVED, under the provisions of ORC 3317.12, the employees shall be compensated at the established wage rate as indicated on the Board of Education adopted salary schedule; and

BE IT FURTHER RESOLVED, under the provisions of ORC 3319.01, the employees shall be assigned and directed.

- (1) Megan Kendall, from Secretary to Executive Director of State & Federal Programs, Administration, Salary Table E, Pay Range V, Step I, to Secretary to Executive Director of State & Federal Programs, Administration, Salary Table E, Pay Range V, Step 4, effective 01/29/2024. (Completion of 90-days worked probationary period, years of experience credit.)
- (2) Megan Kendall, from Secretary to Executive Director of State & Federal Programs, Administration, Salary Table E, Pay Range V, to Secretary B to the Executive Director of Special Education, Administration, Salary Table E, Pay Range V, effective 03/01/2024. (Vacancy created due to retirement/resignation in department.) (Recommended by S. Chiaro, Superintendent/CEO)
- (3) Monica Lefkowitz, from Building Clerk, Jefferson/McGuffey PK-8 Buildings, Salary Table E, Pay Range I, Step I, to Building Clerk, Jefferson/McGuffey PK-8 Buildings, Salary Table E, Pay Range I, Step 6, effective 01/25/2024. (Completion of 90-days worked probationary period, years of experience credit.)

- (4) Tina Reese, from Substitute Extra Clerk Typist, Administration, Salary Table M, to Secretary, Executive Director of State & Federal Programs, Administration, 260-262 Day, 52 Week Contract, Salary Table E, Pay Range V, effective 03/01/2024. (Vacancy created due to retirement/resignation in department.) (Recommended by S. Chiaro, Superintendent/CEO)

i. Substitute Employment Additions – Classified

WHEREAS, to prepare for temporary absences of classified personnel for whom temporary, casual, as needed, on-demand, on-call replacements (substitute personnel) may be needed to provide support services in conjunction with the management and control of the schools; and

WHEREAS, ORC 3313.47 grants authority for the Board to employ personnel on such a temporary, casual, as needed, on-demand, on-call substitute basis.

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3313.47 the following employment action is taken and such name(s) shall be added to the approved list of substitute personnel. This employment is contingent upon receiving satisfactory results from a mandatory pre-employment drug test screening required by school policy and the individual(s) named below shall be deemed employed only on a conditional basis until the satisfactory check has been performed. This employment is also conditional until receipt of satisfactory results from a state required police check.

- (1) Amari Austin, Substitute Food Service General Helper, Salary Table G, effective 02/13/2024.
- (2) Monica Myres, Substitute Food Service General Helper, Salary Table G, effective 02/05/2024.

j. Classified Temporary Employment

WHEREAS, a temporary, limited, on-demand need exists for the services to be rendered by the persons herein named.

NOW, THEREFORE, BE IT RESOLVED, that the temporary, on demand employment action as herein described and limited is hereby made; and

BE IT FURTHER RESOLVED that following the employment date herein specified, such employment is terminated without prejudice toward the person(s) concerned.

- (1) It is recommended that the following individual be granted a supplemental contract for the purpose of attending PK Heggerty Training, effective January 25, 2024, at their current hourly rate, not to exceed \$37.00, to be paid from ECE Fund #439, SCC #9243, Title I-A Fund #572, SCC #9241. (Recommended by C. Bero, Executive Director of State & Federal Programs)

Allison Brewster

- (2) It is recommended that the following individuals be granted supplemental contracts for snow removal services, effective January 1, 2024 to June 30, 2024, to be paid from General Fund #001, SSC #0000, at the base rate for snow removal, as per negotiated agreement, not to exceed \$4,000.00 each. (Recommended by J. Lacy, Executive Director of Business Operations)

David Elston  
William Kush

- (3) It is recommended that the following individual be granted a supplemental contract for the purpose of training and administrative support for the department of Special Education, effective March 1, 2024 to June 30, 2024, to be paid from Fund #516, SSC #9240, at the hourly rate of \$20.00, not to exceed \$800.00. (Recommended by P. Dreher, Executive Director of Special Education)

Sesanee Lewis

- (4) Adult Game Workers for Athletic Events for the 2023-2024 School Year. All Adult Game Workers for High School and Middle School sports will be paid as follows:

Gate for Boys' JV/9 <sup>th</sup> Football	\$11.00/hour
Gate for Boys' Varsity Football	\$11.00/hour
Gates for Boys' Single Middle School Football	\$11.00/hour
Main Ticket Clerk for Varsity Football	\$11.00/hour
Football Chain Coordinator	\$11.00/hour
Varsity Football Clock	\$12.50/hour
Football Clock Assistant	\$12.50/hour
J.V. Football Clock	\$11.00/hour
Freshmen Football Clock	\$11.00/hour
Lower Level Football Clock	\$11.00/hour
Football Announcer	\$11.00/hour
Football Assistant Announcer	\$11.00/hour
Audio for Football	\$11.00/hour

Video for Football	\$11.00/hour
Computer for Football	\$11.00/hour
Game Book/Statistician for Football	\$11.00/hour
Press Box Host	\$11.00/hour
Officials' Host for Football	\$11.00/hour
7/8 Grade School Volleyball Clock	\$11.00/hour
Gate for Single Girls' Volleyball	\$11.00/hour
Gate for Single Girls' Middle School Volleyball	\$11.00/hour
Gate for Single Boys' and/or Girls' Soccer	\$11.00/hour
Gate for Single Boys' a/o Girls' Basketball Game	\$11.00/hour
Gate for Single Boys' a/o Girls' Middle School Basketball Game	\$11.00/hour
Varsity Main Basketball Clock	\$15.00/hour
Assistant Varsity Basketball Clock	\$12.50/hour
JV Basketball Clock	\$11.00/hour
Freshman Basketball Clock	\$11.00/hour
Basketball Announcer	\$11.00/hour
Game Book/Statistician for Boys' Basketball	\$12.00/hour
Scorebook for Basketball	\$11.00/hour
Video for Basketball	\$11.00/hour
Gate for Boys' and/or Girls' Swim Meet	\$11.00/hour
Ticket Worker Position for Boys'/Girls' Track Meets	\$11.00/hour
Security for High School Sporting Event	\$11.00/hour
Security for Single Middle School Events	\$11.00/hour

Game Workers listed below will be paid at above rates according to event/assignment working:

Thomas Burd

The above Game Workers will work between 1 and 4.5 hours (depending on single/double/triple event) for any game and/or event, which meets state minimum wage requirements.

- (5) Supplemental Contract for Dawn Harper, Sectional/District Ticket Taker and Host of the Girls Sectional Basketball Tournament, held at WGH Gymnasium on 02/17/2024, to be paid from Fund #022, not to exceed \$100.00 (Recommended by S. Chiaro, Superintendent/CEO)
- (6) Supplemental Contract for Holly Kirby, Sectional/District Scorebook of the Girls Sectional Basketball Tournament, held at WGH Gymnasium on 02/17/2024, to be paid from Fund #022, not to exceed \$100.00 (Recommended by S. Chiaro, Superintendent/CEO)

- (7) Supplemental Contract for Franklin Parker, Sectional/District Announcer of the Girls Sectional Basketball Tournament, held at WGH Gymnasium on 02/17/2024, to be paid from Fund #022, not to exceed \$50.00 (Recommended by S. Chiaro, Superintendent/CEO)
- (8) Supplemental Contract for Andrew Peterson, Sectional/District Main Clock Operator of the Girls Sectional Basketball Tournament, held at WGH Gymnasium on 02/17/2024, to be paid from Fund #022, not to exceed \$75.00 (Recommended by S. Chiaro, Superintendent/CEO)

k. Employment—Classified Co-curricular 2023-2024 School Year

WHEREAS, the following co-curricular positions have been offered to the certificated employees of this school district with no acceptable responses; and

WHEREAS, the following co-curricular positions have been offered to or advertised to attract certificated persons not currently employed by this school district with no acceptable responses; and

WHEREAS, the non-certificated individuals herein recommended have been determined to meet the standards adopted by the state board; and

WHEREAS, persons employed for coaching positions are required to submit verification of completion of CPR and Sports Medicine Clinic certification, and

WHEREAS, persons employed are required to submit verification of satisfactory completion of BCII clearance, and

NOW, THEREFORE, BE IT RESOLVED, under the provisions of ORC 3313.53, the following persons are employed for a period of not more than one school year at the same salary/wage (Salary Table B) offered to certificated persons for the pupil activity program as indicated. The supplemental contract shall state that the Board of Education gives notice of non-reemployment for the ensuing school year. (Recommended by William Nicholson, Athletic Director)

**(The payment of supplemental contracts listed below are subject to proration at the discretion of the Superintendent.)**

- (1) Employment-Classified Co-curricular 2023-2024 School Year, recommendation at the November 28, 2023, Regular Board Meeting, **MOTION NO. 22-2023-240** Section k, Item no. 2, **Matthew Nypaver, Code #52.0, Index 3.5, Salary Table B, Assistant Coach, Indoor**



**Track, High School, Warren G. Harding High School (Boys) (100% of contract), be RESCINDED.**

- (2) Robert Angelo, Code #112.0, Index 4.0, Salary Table B, Track Coach, Middle Schools, Warren Middle Schools (Girls/Boys). 100% of contract.
- (3) T'Keeyah Cambridge, Code #58.0, Index 5.6, Salary Table B, Assistant Softball Coach, High School, Warren G. Harding High School (Girls). 100% of contract.
- (4) Miles Dotson, Code #32.0, Index 5.6, Salary Table B, Assistant Baseball Coach, High School, Warren G. Harding High School (Boys). 100% of contract.
- (5) William Dreier, Code #32.0, Index 5.6, Salary Table B, Assistant Baseball Coach, High School, Warren G. Harding High School (Boys). 100% of contract.
- (6) Caitlin Emch, Code #58.0, Index 5.6, Salary Table B, Assistant Softball Coach, High School, Warren G. Harding High School (Girls). 100% of contract.
- (7) Gregory Jackson, Code #37.0, Index 16.0, Salary Table B, 9<sup>th</sup> Grade Head Basketball Coach, High School, Warren G. Harding High School (Boys). 100% of contract.
- (8) Tyler James, Code #67.0, Index 5.6, Salary Table B, Assistant Track Coach, High School, Warren G. Harding High School (Boys). 100% of contract.
- (9) Kevin Koncsol, ESports Head Coach, High School, Warren G. Harding High School (Girls/Boys). 100% of contract.
- (10) Ryan Maffitt, Code #32.0, Index 5.6, Salary Table B, Assistant Baseball Coach, High School, Warren G. Harding High School (Boys). 100% of contract.
- (11) Maureen Penny, Code #68.0, Index 5.6, Salary Table B, Assistant Track Coach, High School, Warren G. Harding High School (Girls). 100% of contract.
- (12) Richard Riley, Code #57.0, Index 11.2, Salary Table B, Head Softball Coach, High School, Warren G. Harding High School (Girls). 100% of contract.

- (13) Jason Stouffer, Code #32.0, Index 5.6, Salary Table B, Volunteer Assistant Baseball Coach, High School, Warren G. Harding High School (Boys). 0% of contract.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

**Board's Recommendations**

11b. Public Participation

*Executive Session is a private conference between the members of the Board of Education from which the public is excluded. Because Executive Session is confidential and closed to public view, there are limitations on the use of Executive Session. Executive Session can be used for the following:*

*Consideration of Appointment, Employment, Promotion etc. of Employees*  
*Investigate of Charges or Complaints Against Public Employee*  
*Conference with an Attorney Involving Pending Legal Action*  
*Consideration of the Purchase of Property for Public Purposes or Sale of Property at Competitive Bidding*  
*Preparing for, Conducting or Reviewing Negotiations with Public Employees*  
*Matters Required to be Kept Confidential by State or Federal Law*  
*District Security Arrangements and Emergency Response Protocols*  
*Consideration of Confidential Information Related to Economic Development Project*

12. Executive Session

Under the provisions of ORC 121.22, the Warren City Board of Education recessed to Executive Session at \_\_\_\_\_ p.m. to discuss:

- A. Consideration of Appointment, Employment, Promotion, etc. of Public Employees
- B. Investigation of Charges or Complaints Against Public Employee
- C. Conference with an Attorney Involving Pending Legal Action
- D. Consideration of the Purchase of Property for Public Purposes or Sale of Property at Competitive Bidding
- E. Preparing for, Conducting, or Reviewing Negotiations with Public Employees
- F. Matters Required to be Kept Confidential by State or Federal Law
- G. District Security Arrangements and Emergency Response Protocols
- H. Consideration of Confidential Information Related to Economic Development Project

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

13. Reconvened Board Meeting - \_\_\_\_\_ p.m.14. Adjournment - \_\_\_\_\_ p.m.

AA \_\_\_\_\_ PF \_\_\_\_\_ PL \_\_\_\_\_ RP \_\_\_\_\_ JW \_\_\_\_\_

SC:tep  
02/14/2024