

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

RECORD OF PROCEEDINGS
Minutes of the Bright Local School District Board of Education
Regular Meeting held
March 17, 2021 at Bright Local Elementary
6:00 P.M.

I. Welcome/Opening

Attendees:

- Steve Cox, Board Member
- John Gillespie, Board Member
- Tammy Hauke, Board Member
- Jobey Lucas, Board Member
- Angie Wright, Board Member
- Michael Bick, Superintendent
- Jeff Rowley, Treasurer
- Lisa Beresford, Special Education Coordinator
- Jason Iles, High School Principal
- Ty Stephens, Elementary School Principal
- Debbie Robertson, Food Service Director
- Jamie Lanham, Student Council Advisor
- Katie Pollard, Pee Wee Basketball Coordinator
- Erin Richmond, Pee Wee Cheer Advisor

Call to Order

President, Angie Wright, called the meeting to order at 6:00 pm. Mrs. Wright announced that the meeting is being recorded by audiotape

Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea

Pledge of Allegiance was presented.

Public Comments/Special Recognition

Whiteoak Student Council

Mr. Jamie Lanham, Student Council Advisor discussed with the board the need for the By-Laws of the Whiteoak Student Council which was amended at their January 2021 meeting needed to be formally adopted by the Board. These amendments included allowing each represented grade level to have 5 Class Officers with the addition of a Historian (President, Vice President, Secretary, Treasurer, and Historian) as opposed to original 4.

Resolution - #032-2021 It was moved by Mr. Cox to adopt the amended by-laws of the Whiteoak Student Council as presented. Mr. Gillespie, seconded the motion.

Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea
 Motion Carried.

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Bright Local Pee Wee Basketball and Cheerleading

Katie Pollard spoke on behalf of the Pee Wee Basketball and Pee Wee Cheerleading organizations and volunteers for allowing them to host practices and games in the Bright Elementary gym. All the teams did very well, and improved due to being able to have regular/full weekly practices and games. Everyone worked together to design and put into practice procedures to meet health department COVID guidelines. It also help them to raise \$4,000 in fundraising proceeds, which they plan to use to purchase new wall mats to replace the old blue ones. She wished to thank the cheerleaders who were at every game. She wished to thank those high school students who volunteered to run the gates and game camera, and for Cayla Bratton for running the clock. Mrs. Pollard then showed a video put together by April Michael showing each player and cheerleader thanking the Board for allowing them to use the gym.

Mr. Bick thanked both Mrs. Pollard and Mrs. Richmond for stepping up in organizing such a well-run program, and giving the kids the opportunity to participate.

II. Adoption of Board Agenda

Resolution - #033-2021 It was moved by Mr. Gillespie to adopt the agenda for the March 17, 2021 Board of Education regular meeting as presented. Mr. Cox, seconded the motion.

Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea
Motion Carried.

III. Administrative/Committee Reports**Superintendent's Report:****A. Mr. Bick informed the board of the following items:**

- Through discussion with Mr. Iles, and looking at our current high school schedule, it is his intentions to create a new teaching position in the High School that would be a combination Business Technology/Career Placement with the hopes that person would also take on duties of District AD supplemental.
 - The hope is this will be a person who has long range expectations and strong supporter of the Wildcats.
 - Mr. Iles noted that in looking out our current schedule, there is a strong need in the area of Technology as it relates to robotics and coding. He further noted that the supplemental amount for the AD needs to be higher than our current \$9,000 if we expect to draw someone who will be a committed supporter, and willing to put in the required number of hours for such a position.
 - Mr. Cox agreed that it needs to be viewed as more than a part-time position.
 - Mrs. Wright like the idea of the person have the time period after lunch to be dedicated to serving the AD capacity duties.
- Mr. Bick reported that the new mass gathering requirements as specified by the Governor, still limits gatherings of individual of greater than 10, but then also allow for mass gatherings of up to 300 people who meet certain health department guidelines. Therefore he is starting to approve some events, such as graduation,

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prom, and hall rentals in hopes that by the time some of these events roll around, perhaps restrictions will be greatly reduced or eliminated.

- Mr. Bick asked for the boards input in order to help him establish policy regarding the retire/rehire of administrative staff in as far as what step they should be brought back on, what benefits do we offer, etc. There is nothing currently in policy. It needs to be established so that the retiring employee is being recognized for their years of service, but also benefits the Districts financially, since such employees are typically at the top end of the scale, and while we benefit in the experience of the retiring employee, we can also benefit financially by bringing on a new administrator at a far lower salary level, who will hopefully grow with the district, and be with us several years. He felt based on what other District offer, that bringing them back at no less than step 2, which is 3-6 years' experience would benefit both.
 - Mr. Cox noted that the attitude needs to be that they are valued enough to bring them back close to what they were making prior to retiring.
 - Mr. Bick stated that those retiring employees also need to realize they are going to be bringing in a retirement check, in addition to a continuing payroll check.
 - Mr. Rowley stated that the retiring employee is also getting the benefit of continued health insurance, which the district pays a portion of for them. They are not going to get that same level of coverage, at that same reduced price out in the market place.
 - Mr. Gillespie noted that where his wife works, retiring employees are brought back in at the entry pay level, which he thought was a little to excessive, but felt they should be brought back in at a reduce pay scale, say 2 steps less.
 - Mrs. Wright said that if we are going to bring back those people with experience who wish to continue working, it also needs to benefit the District as well. She then asked if everyone felt comfortable with bringing them back at step 2. She then asked Mr. Rowley, as the finance person, his option on the matter.
 - Mr. Rowley stated that in his experience, most bring them back at the level of 5 years experiences, and that in looking at our currently salary schedule for administrators, you could place them at step 2, with 6 years' experience and they would only remain there for 1 year, before they would be advanced to step 3.
 - Mrs. Wright asked if we offer them a 3 year contract. Mr. Rowley said typically it is a 1 year, year to year contract. Mr. Bick stated that we could consult with Bronston on that matter.
 - Mr. Gillespie stated that what he was saying is that a retiring employee would be brought back at 2 steps less than their currently pay scale. Meaning if they were on step 4, they would come back at step 2.
 - Mr. Bick stated that their current pay scale is based on year in that position, not the total years with the District.
 - Mrs. Hauke stated she like the idea of the 5 years' experience at step 2. All were in agreement with that recommendation. Mr. Bick will work with Bronston to draft a 1 year contract agreement, starting at step 2, 5 year experience.
 - Next, Mr. Bick stated that when you are looking to hire a retiree, you have so many days prior to the hire date, an have to hold a public hearing

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prior to the vote as well. In order to make that happen for the employee in question, we will have to move the June 16th meeting, to June 23rd. All Board was in agreement with that move.

Other Administrator/Committee Reports

A. Legislative Liaison Report:

- Mr. Cox reported that the state legislatures are still looking at a new Cupp-Patterson Fair funding formula alternative for the next budget.

B. High School Principal report by Mr. Jason Iles:

a. Excited about our Celebrations:

*Winter Recap-

- Varsity Boys Basketball League Champions Landon Barnett/Bradley Ashbaugh
 - All SHAC Landon Barnett 1st Team All District/Bradley Ashbaugh 2nd Team/Luken Rhoades Hon. Mention/Coach Barnett District 14 Coach of the Year
 - Girls Basketball- Claire Ames District Hon Mention
 - Bowling-League Champions Jake Ward/Coleman Hofer All League
 - Austin Moore-District Tournament Finalist Coach Nace Coach of the Year
 - Morgan Evans and Cora Gillespie both are State finalists (Final 4) in their respective proficiency award areas.
 - The 8th grade AF&NR class recently took part in the FFA Greenhand knowledge contest. As a team they placed 12th out of 150 teams and Addy Roberts placed 5th out of 2231 individuals. Her score was 120 and the top four spots all scored 122.
 - Spring sports up and running !
 - ESports Rocket League team 1 ranked 13 out of 500 in the Nation.
- b. One Needs Assessment-District/ELEM/JH/HS Teamwork and almost complete. Special Thanks to all members who helped.
- c. Extended learning plan looking to focus on 9-12 Students who need credit recovery
- d. ACT-March 9th- Went smooth-Hard Work from all involved-Special Thanks to Mowrystown Church of Christ
- e. Hoxworth Blood Drive Full Schedule 32 Participants
- f. EOC State Testing schedule set and prepared to communicate to parents and students
- g. SAFETY DRILLS
- Two safety drills completed
 - Three Fire Drills completed
 - Tornado Drills April/May
- h. Currently 26 Seniors have achieved 12 point Industry Credentials; Another 15 are at Southern Hills CTC-Working on a few left
- i. AT Risk Tracking
Senior Class on Track
- j. After School tutoring in JH Math and HS Science will begin next week
- k. Master Schedule- Scheduling Committee is working to develop a new Master Schedule with courses.
- l. Graduation-Planning and logistics are in the works-

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Gov DeWine increased indoor capacity to 25% which gives us at least 4 tickets per Senior-Live stream will also be in action

- m. Prom April 24th @ Willow-Guidance from Jared Warner @ Health Dept says dancing can occur with Mask.
- n. Sunday May 2nd Senior Awards Banquet
- o. May 22nd Senior Commencement
- p. TBT/BLT ongoing with excellent discussions
 - Staff focusing interventions for specific students
 - Tutor added in JH Math and Science
- q. AD Position-Applicants
- r. Elective Courses students need. Business Tech/Desktop Publishing/Google/Microsoft/Robotics/Coding
- s. Careers course through Grit Project = Credit and OMJ Seal-10th Grade
- a. AD Duties-Fields/Meetings/Scheduling

C. Elementary Principal Report presented by Ty Stephens:

- a. Breakfast/Lunch Update
 - *Highest percentage of kids ever eating (especially breakfast). Want to meet with 1st/2nd teachers but we plan to stick with this plan even after the guidelines are lifted. Set all time high on 2-23 for # of kids eating (356) Breakfast is going very smooth and many teachers like it because they get more instructional time/get started more quickly.
- b. Safety
 - *drills (fire 2-26)..went very smooth...all kids accounted for either by text or through Amy
 - *close door but leave it unlocked in case it's an active shooter who pulled the fire alarm
 - *stress accountability (take attendance outside and inside)
- c. PBIS update (Lisa)...completed module 5....next step is to assemble team/work on a matrix and program will be implemented by November 2021 . The elementary team will meet to develop the school matrix.
- d. Curriculum/classroom update
 - o The reading teachers, Mrs. Bick (curriculum director) and myself are working with several companies on the possibility of getting a new reading series. Plans are to explore and visit schools in the fall of 2021 with a plan to possibly implement the new reading series in the 2022-2023 school year.
 - o The process of developing next year's class lists will begin in April.
 - o Teacher Based Teams (TBT's) are reviewing interventions, using formative assessments for the state "AIR" practice, looking at ways to bring up those at risk kids (tutoring).
 - o *Tutoring update-We have had four 5th/6th grade and two 3rd/4th sessions so far. Tutoring is every Thursday from 3:30-4:30 through the first week of April.
 - o *Kindergarten registration April 7.....go over guidelines (1 parent, etc)
- e. OTES update

All teacher evaluations have been completed. I am very pleased with what is going on in the rooms. Lots of student engagement. I will still be in rooms for

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walk throughs...nothing formal or online....just like to see what is going on in the rooms.

f. Maintenance/cleaning

- *We are starting to remove items from the downstairs computer lab (things from last March).
- *Looking at each student having a mouse for state testing

g. Virtual learning

- *3 students currently quarantined-picking up work in office is going smooth
- * Teachers will be using a lot of different ways to connect with students (Google Classroom, Emails, Zoom, Google meet, Remind app, Facebook class page, etc)
- * 29 students currently enrolled in PLP. Started with 85. Phone calls made to share the message that if they continue on PLP and grades remain low they could be retained or they can come back to school.

h. State Tests

- Dates have been scheduled and teachers have been planning. First test is 5th grade language arts (April 7th and 8th).

i. School Accomplishments

- *Staying open...a lot of area schools have not been so lucky
- *Pee wee basketball/cheerleading season ended last weekend. 3rd grade girls finished runner up and 4th grade boys finished champions.
- *Too Good for Drugs Program for 6th grade students has been going on for the last 3 weeks (Monday's)
- *Danielle Combs.....computer coding program for interested 6th graders started March 12th. This will be on Fridays. We are the "pilot program" with hopes of adding more grades in the future.
- *Looking at ways to have spring concerts
- *Trips (6th grade) and field day (PAWS) in the works

j. Important Dates:

March 25th-DLT meeting in the cafeteria

March 29th- spring pictures

April 7th - Kindergarten registration

April 7-8 1st-3rd grades music program. Practice on the 7th, recording on the 8th

April 29th- BLT meeting

April 30th -Pre-K play date

May 7th AG day

May 12-14 6th grade trip

D. Food Services Report presented by Debbie Robertson:

- a. Mrs. Robertson reported that unlike the prior year, the EBT Card application submission/approval process had been turned over to the school district by ODJFS, which will make it much more efficient. While they have change some of the requirements, she and Mrs. Forsythe have already started working on list of those who may be eligible.

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- b. Last month we were 91% of the student body eating breakfast. During intervention at the High School they are taking cart around to rooms, which is helping meet the needs of those students who have a hard time getting to the cafeteria. We have had 365 eating breakfast at Elementary.
- c. Have been picking up more home meals, and they prepared over 375 just at the high school. Some students take items home with them in their backpack at the elementary.

E. Special Education Report presented by Lisa Beresford:

- a. Mrs. Beresford reported that the Exceptional Achievement Awards will be held April 22 at Hopewell. Whiteoak has the outstanding student for the region.
- b. All the graduating seniors on an IEP are doing so without any exceptions on their IEP.
- c. Alternative assessment taking place now.
- d. Preschool applications are being taking now. The Play Date for kindergarten registration will be April 30th.

IV. Financial Report and Resolutions (Treasurer)

A. MINUTES - Mr. Rowley recommended approving the draft of the minutes from the February 17, 2021, Regular meeting as presented.

B. FINANCIAL REPORTS - Mr. Rowley presented the following financial reports for the period ending February 28, 2021:

- 1) Treasurer's Summary Report
- 2) A1 – Cash Reconciliation
- 3) A2 – Cash Balance Report (FINSUM)
- 4) B – Disbursement Summary (All Checks)
- 5) C – Appropriation Summary_General Fund Only
- 6) D – Receipt Listing

C. REVENUE AND APPROPRIATION MODIFICATIONS

- i. See attached E reports.

D. DONATIONS

- Received a donation of \$1,103.30 worth of books for ES classroom from Debra Rhoads Kubiet.
- Received a Grant donation of \$700 from Hillsboro Elks Lodge from the Beacon Grant to be used for Special Education transition.
- Received a donation of 16 Cooler Bags from the American Dairy Association valued at \$2,400.
- Received a donation of school supplies for the 6th Grade totaling \$3,177.67 as part of the DonorsChoose Project fundraiser.
- Received a donation of socks and personal hygiene items for the Wildcat Room from the Union Church of Christ valued at \$50.
- Received a \$500 donation from the NKOA for the Wildcat Room.

E. TRANSFERS

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- Transfer (#90) of \$4,799.04 in Transferability Grant Funds from Title IIA to Title I for Oct 2020.
- Transfer (#91) of \$5,525.72 in Transferability Grant Funds from Title IIA to Title I for Dec 2020.
- Transfer (#92) of \$3,139.44 in Medicaid Reimbursements from GF to PI Fund.
- Transfer (#93) of \$5,008.55 in Transferability Grant Funds from Title IIA to Title I.
- Transfer (#94) of \$57,116.47 from GF to GF Bus Purchase Allowance Fund.
- Transfer (#95) of \$13,915.07 in Medicaid Reimbursements from GF-Medicaid Reimb to PI Fund.
- Transfer (#96) of \$4,326.22 in Medicaid Reimbursements from GF to PI Fund.
- Transfer (#97) of \$29,407.00 in Casino Revenue from GF to PI Fund.

F. META Solutions Master Service Agreement

To approve the 2021-2022 Master Service Agreement with META Solutions to perform the information technology services as specified, and at the rates identified in Schedules I and II:

- Schedule I - Core Services = Fiscal Support for State Software, State Software Redesign, SIS Support, PowerSchool, ProgressBook, EMIS Support, Purchasing Co-op Membership at \$16.75 per headcount (706 x \$16.75 = \$11,825.50).
- Schedule II - IEP Anywhere Standard = \$1.50/student; Library Services/INFOhio = \$2.90/student; Clock Services for 100 devices = \$939.72; Content Filtering Service = \$500; Total Cost = \$4,546.12.

G. Energy Rate Request for Proposals

Resolution to Authorize META Solutions to conduct an Request for Proposals for a single, fixed-price for all energy charges, excluding capacity charges to be shared with Bright Local School District as a META Council Member. (see attached)

H. Control Concepts Ohio Proposal

Information only and discussion on a proposal for a HVAC Controls and Air Quality improvement project throughout the District to be funded by ESSER II Funds. (see attached) at an estimated cost of \$569,655.

- Mr. Rowley stated that this proposal includes taking care of all the control issues as addressed in the proposal from Dynamix at an estimated cost of \$590,000, but adds to that air quality improvement measures including Bipolar Ionization Systems, and CO2 and Occupancy sensors. They will also go through the VFD's to insure they are functioning properly. Update the entire software system, and replace all the Johnson Control controllers at the Elementary.
- CCO's proposal, unlike Dynamix, will use all the same new Honeywells controllers at the high school that were replace in 2018, instead of replacing those. These measures will not only improve energy efficiency by giving Dan better control throughout the District, but will also provide better air quality in the learning environments, and help assure full operation come August.
- Due to the fact we are already into the month of March, and this the fact a project of this size needs to be started as soon as possible in order to be completed by start of school in August, it needs to be awarded as soon as

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possible; however, due to the dollar amount, and being 100% federally funded, in falls under the new Federal Procurement Guidelines, and may need to be official specked and bid. Mr. Rowley has contact district attorneys for guidance on this matter.

I. Then and Now Certifications

To approve the following expenditures, declaring at the time of the contract the obligation was lawfully appropriated and was in the treasury of the appropriate fund free from previous encumbrances:

- Palmer Farms: \$3,090.00

J. Audit Report Status

- Mr. Rowley reported that he had been in contract the State of Ohio Auditor's office, and they have completed the field work on the 6/30/2020 Audit of the District, and it has been submitted for supervisor approval. They did file and extension since it will likely not be released by the March 31st deadline. Just a few minor management letter comments, and the report does contained the reportable item for not filing GAAP Financials.

Resolution #034-2021 - It was moved by Mr. Cox upon the recommendation of the treasurer to approve the minutes and financial report financial report as presented. Mrs. Hauke, seconded the motion.

Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea
Motion Carried.

V. Facilities and Transportation (Superintendent)

- A. Approve Whiteoak Youth Baseball/Softball use of the Elementary Gym for the dates of March 22, 2021- March 27, 2021 for practice.
- B. Approve Rebecca Cox Griffith use of the elementary gym and cafeteria for the evening of July 9, 2021 for decorating and July 10, 2021 from 8:00 a.m to 7:00 p.m for Anniversary Party/Open House. (following CDC guidelines)
- C. Approve Carol Sue Prine Fenner use of the High School gym and cafeteria for the Whiteoak Alumni Banquet on May 29, 2021 from 5:00 p. to 10:00 p.m and May 28, 2021 from 6:30 p.m to 8:30 p.m for decorating. Waiver of fees requested. (Following CDC guidelines)

Resolution #035-2021 - It was moved by Mr. Gillespie upon the recommendation of the superintendent and building and grounds committee to approve the facilities and transportation resolutions as presented. Mr. Lucas, seconded the motion.

Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea
Motion Carried.

VI. Education/Curriculum/Instruction

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- No items presented for discussion at this time.

VII. Personnel – (Superintendent)

Approval of the following personnel recommendations pursuant to the terms and conditions of the new employee's individual contract and his/her job description. Said employment will be contingent upon (1) receipt of a satisfactory criminal record check, (2) receipt of licensure/certification from ODE (3) verification of experience and training, and (4) negative results on drug testing (as applicable).

A. Administrative/Certified

- a. None at this time.

B. Classified

- a. Approve increase of days for Ricky Carter to match current Custodians of 261 days.

C. Substitutes

a. Certified

- Annebelle Meddock
- Cole Shaefer
- Cayla Bratton

D. To approve the following Supplementals/Pupil Activity positions:

- a. Kim Roush – Varsity Track Coach
- b. Tami Ellis-Wessnor – Jr. High Track Coach
- c. Brian DeAtley – Assistant Track Coach
- d. D.J. O'Cull – Varsity Assistant Baseball Coach
- e. Gage Carraher – Varsity Assistant Baseball Coach

E. To approve the following Volunteer Mentor to work in the mentor program has been finger printed and background checked.

- a. Jeff Rowley

F. To approve the following Resignation

- a. None at this time.

Resolution #036-2021 - It was moved by Mr. Cox upon the recommendation of the superintendent to approve personnel resolutions as presented. Mr. Gillespie, seconded the motion.

Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea
Motion Carried.

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VIII. Administrative/Advisory

- a. To approve the Memorandum of Understanding with BTEA to modify section 12.04; supplementals of the collective bargaining agreement to add the supplemental position of Assistant Track Coach and schedule as follows: Category VI – Index .05 – spring payment period.
- b. To Approve the Correction of Memorandum of Understanding with BTEA to modify section 12.04; supplementals of the collective bargaining agreement to add the supplemental position of E-Sports Advisor and schedule as follows: rescind the previously approved Category VII – Index .05 in Resolution #31-2021 to properly read as Category VII - Index .03– spring payment period
- c. To approve the membership with Highland County Family and Children First Council in the amount of \$ 100.00.

Resolution #037-2021 - It was moved by Mr. Gillespie upon the recommendation of the superintendent to approve administrative/advisory resolutions as presented. Mrs. Hauke, seconded the motion.

Roll Call

Mr. Cox – yea; Mrs. Hauke – yea; Mr. Gillespie – yea; Mr. Lucas – yea; Mrs. Wright – yea
Motion Carried.

IX. Executive Session – None

X. Old Business – None

XI. New Business – None

XII. Correspondence – None

XIII. Adjournment

President Wright declared the regular meeting adjourned at 8:09 pm.

Treasurer

Jeffrey A Rowley

Board President

Shane K. [Signature]

Next meeting of the Bright Local School District’s Board of Education will be Wednesday, April 21, 2021. The meeting will be at 6:00 pm at the High School Library.

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