

**CHATHAM CENTRAL SCHOOL DISTRICT
CHATHAM, NEW YORK**

**ORGANIZATIONAL MEETING AGENDA
BOARD OF EDUCATION**

**CHS LIBRARY
CHATHAM, NY**

DATE: July 6, 2010
TIME: 6:30 P.M.

DULY SWORN:

John Wapner _____ Elizabeth Macfarlane _____ Michael Clark _____

Fred Hutchinson _____ Francis Iaconetti _____ David O'Connor _____

James Toteno _____

Board Members Elect: Gail Behrens Day _____ Melony Spock _____

Cheryl Nuciforo, Superintendent _____

Taylor Wenk, Student Representative _____

Others in attendance: _____

BOARD MEMBER ELECT: (Gail Day and Melony Spock cannot offer nominations or vote on motions until they have taken the oath of office)

DULY SWORN Board members will entertain a nomination for the position of temporary Chairperson of the July 6, 2010 Organizational meeting.

Nominee _____ Ayes _____ Nays _____

A. CALL TO ORDER **TIME:** _____

The temporary Chairperson will call the meeting to order.

B. PLEDGE OF ALLEGIANCE

C. APPOINT DISTRICT CLERK

R. 1 BE IT RESOLVED that the Board of Education appoint Rosemary E. Klugo as District Clerk for the Chatham Central School District for the 2010-2011 fiscal year.

MOTION _____ 2nd _____

PASS _____ YES _____ NO _____

- **OATH OF OFFICE:** The temporary Chairperson will administer the Oath of Office to the newly-appointed District Clerk.

D. OATH OF OFFICE

- The District Clerk will administer the Oath of Office to newly elected Board members, Gail Behrens Day and Melony Spock and Student Representative, Taylor Wenk.

(NOTE: From this point on, Gail Day and Melony Spock are qualified to offer nominations and to vote on any Board action.)

E. ELECT PRESIDENT – BOARD OF EDUCATION

The Temporary Chairperson will call for nominations for the Office of President of the Board of Education for the 2010-2011 fiscal year.

Nominee: _____ Votes: _____ YES

Nominee: _____ Votes: _____ YES

MOTION _____ 2nd _____
 that the Board of Education of the Chatham Central School District elect
 _____ as President, to serve for the 2010-2011 fiscal year.

PASS _____ YES _____ NO

- The District Clerk will administer the Oath of Office to the newly elected Board President.

(NOTE: The Board President will, from this point on, assume the role of Chairperson of the meeting.)

F. ELECT VICE-PRESIDENT – BOARD OF EDUCATION

The Board President will call for nominations for the office of Vice-President of the Chatham Central School District Board of Education for the 2010-2011 fiscal year.

Nominee: _____ Votes: _____ YES

Nominee: _____ Votes: _____ YES

MOTION _____ 2nd _____
 that the Board of Education of the Chatham Central School District elect
 _____ as Vice-President, to serve for the 2010-2011 fiscal year.

PASS _____ YES _____ NO

- The District Clerk will administer the Oath of Office to the newly elected Board of Education Vice-President.

G. SUPERINTENDENT OF SCHOOLS – OATH OF OFFICE

- The District Clerk will administer the Oath of Office to Cheryl A. Nuciforo, Superintendent of Schools, Chatham Central School District.

H. CONSENSUS AGENDA

R. 2 BE IT RESOLVED that the Board of Education accept the Consensus Agenda of the July 6, 2010 Organizational Meeting, as written.

MOTION _____ 2nd _____

PASS _____ YES _____ NO _____

H.1 Board Appointments

- That the Board of Education authorize the Superintendent to appoint voting officials for the 2010-2011 school year.
- That the Board of Education appoint the following individuals to the designated position:

Treasurer	David Hodgkinson
Deputy Treasurer	Michele Haley
Records Retention	Lisa Coons
Purchasing Agent	Diane T. Malecki
Freedom of Information Officer	Diane T. Malecki
Title IX Coordinator	Jean Scheriff
Automatic External Defibrillator Coordinator:	Jean Scheriff
Homeless Children Liaison	Jean Scheriff
Chemical Hygiene Officer	Diane Malecki
Property Control Manager	Lauren Phillips
Local Education Agency Asbestos Designee:	Patrick Curry
Sexual Harassment Compliance Officers:	John Thorsen & Diane T. Malecki
School Attorney	Keith Flint from the Flint Law Firm
Labor Attorney	Donald E. Budmen from the law firm of Ferrara, Fiorenza, Larrison, Barrett & Reitz, PC
Special Education Attorney	Ken Ritzenburg from the law firm of Young, Sommer...LLC
External Auditor	Sickler, Torchia, Allen, Churchill, CPA, PC
Internal Risk Assessment Auditor	Marvin & Company
Claims Auditor	Teri Zehentner
School Physician	Dr. Lawrence Greitzer
School Dentist	TBD
School Attendance Officer	Michele Haley
Code of Ethics Committee	Jean Scheriff, JoAnn Nard, David J. Levy
High School Central Treasurer	Debi Layton (stipend \$1500)
Middle School Central Treasurer	Lauren Phillips (stipend \$1500)

H 2. Business/Finance

- That the Board of Education designate the following as official bank depositories for the Chatham Central School District:
 - First Niagara Commercial Bank
 - Bank of America (Chatham Branch)
 - Bank of Greene County (Chatham Branch)
 - National Union Bank of Kinderhook (Chatham Branch)
 - Chase Bank (formerly JP Morgan Chase Bank)
 - NY Class (formerly MBIA Class)
 - HSBC
 - Citizens Bank
 - NBT Bank
 - TD Bank North
- That the Board of Education designate the following as official newspapers for the Chatham Central School District:
 - Chatham Courier* Newspaper
 - Register Star* Newspaper
 - The Columbia Paper*
- That the Board of Education adopt the following Board of Education meeting dates for the 2010-2011 fiscal year:

2010	August 10 & 24	2011	January 11 & 25
	September 14 & 28		February 8
	October 12 & 26		March 8 & 22
	November 9 & 30		April 12 & 26
	December 14		May 10, May 17 (ANNUAL BUDGET VOTE) & May 24
			June 14 & 28
			July 5 (ORGANIZATIONAL MEETING)

- **Certification of Payrolls:** That the Board of Education authorize the Superintendent and/or her designee to certify the official payrolls of all certified and classified personnel.

Employ Temporary Employees: That the Board of Education authorize the Superintendent to employ personnel on a temporary basis and to set the appropriate wages for such personnel.

Purchase and Consult Professional Services for Professional Development: That the Board of Education authorize the Superintendent to consult with professionals and purchase professional services as necessary to carry out the District professional development program.

- **Establishment of Petty Cash Funds:** That the Board of Education authorize the establishment of petty cash accounts, and designate responsible individuals, as follows:

District Office	\$100	Patricia Juliano
High School	\$ 50	Debi Layton
Middle School	\$ 50	Pamela Verenazi
Elementary School	\$ 50	Colleen Dodge

- **Federal Grant Applications:** That the Board of Education authorize the Superintendent to sign federal grant applications for the 2010-2011 fiscal year.
- **Temporary Investments:** That the Board of Education authorize the District Treasurer to temporarily invest surplus funds for the District in accordance with Board of Education investment policy.
- **Budget Transfers:** That the Board of Education authorize the Superintendent and/or School Business Administrator to make budget transfers as necessary throughout the year according to Board policy.
- **Health Services Contracts:** That the Board of Education authorize the Superintendent to approve payment of health services provided to Chatham students who attend parochial/private schools located outside the district during the 2010-2011 school year, in accordance with Section 912 of the State Education Law.
- **Tax Collection:** That the Board of Education designate Lauren Phillips as District Tax Collector for the 2010-2011 school year.
- **Receipt of Funds:** That the Board of Education authorize the School Business Administrator, Treasurer, and Tax Collector to receive funds on behalf of the District.
- **Authorized Signatures:** That the Board of Education authorize the following signatures for the District:
 - **Michele Haley & David Hodgkinson** – authorized signature for safe deposit box, checking accounts, and all savings accounts.
 - **Patricia Juliano** – authorized signature for safe deposit box and all savings accounts, except student activities accounts.
- **Mileage Reimbursement:** That the Board of Education authorize mileage reimbursement at the rates designated by the IRS for the 2010-2011 school year.
- **Conferences, Conventions, Workshops Attendance (General Municipal Law 77-b):** that the Board of Education authorize the Superintendent or her designee to approve staff attendance at conferences, conventions and workshops appropriate to District staff professional development.
- **Faithful Performance of Duty:** That the Board of Education authorize, through the District's liability insurance, employee "Faithful Performance of Duty" coverage at the following levels:
 - All Employees = \$1,000,000 per employee
 - District Treasurer = \$4,000,000
 - District Deputy Treasurer = \$4,000,000
 - Tax Collector = \$4,000,000
 - School Business Administrator \$1,000,000
 - HS Central Treasurer - \$1,000,000
 - MS Central Treasurer - \$1,000,000

- **District-Owned Cell Phones:** That the Board of Education approve the following list of job titles requiring district-owned cell phones and contracts for their purchase for the 2010-2011 school year in accordance with Use of Cell Phones Policy #8332:

All School District Administrators (7)
 Superintendent of Buildings and Grounds
 Buildings & Grounds Senior Typist
 District Courier
 Food Service Supervisor
 Transportation Supervisor
 Maintenance Mechanic (4)
 Building Head Custodian (3)
 Technology Integration Instructor
 Network Systems Engineer
 Network Systems Support Aide

- **Student Activities Account:** That the Board of Education authorize the following to sign for the student activities account:

High School:

John Thorsen - Administrator
 Debi Layton - High School Central Treasurer
 Larry Burud - Administrator
 Lauren Phillips - Middle School Central Treasurer

I. POLICY & CODE OF ETHICS

R. 3 BE IT RESOLVED that the policies and code of ethics of the Board of Education continue in force for the 2010-2011 fiscal year unless duly modified.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

R. 4 BE IT RESOLVED that the Board of Education adopt the Records Retention and Disposition Schedule ED-1, as published by the New York State Bureau of Archives.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

J. ADJOURNMENT of ORGANIZATIONAL MEETING TIME: _____

MOTION _____ 2nd _____

PASS _____ YES _____ NO

**CHATHAM CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA**

CHS Library
CHATHAM, NY

DATE: July 6, 2010
TIME: 6:30 P.M.

John Wapner _____	Elizabeth Macfarlane _____	Michael Clark _____
Gail Behrens Day _____	Fred Hutchinson _____	Francis Iaconetti _____
David O'Connor _____	Melony Spock _____	James Toteno _____
Cheryl Nuciforo, Superintendent _____		
Taylor Wenk, Student Representative _____		

Others in attendance: _____

******THE BOARD ANTICIPATES ENTERING EXECUTIVE SESSION FOR APPROXIMATELY 1 HOUR AFTER PUBLIC COMMENT******

A. CALL TO ORDER **TIME:** _____

B. APPROVAL OF PRESENT AGENDA

Motion by _____, seconded by _____ to approve the present agenda as written or amended.

PASS _____ YES _____ NO _____

C. PUBLIC COMMENT

Recognizing its responsibility for proper governance of the schools and the need to conduct its business in an orderly and efficient manner, the Board may schedule on its agenda at least one period for public participation during each regular meeting. It will set a time limit in the length of this period and/or a time limit for individual speakers. The Board President will be responsible for recognizing speakers, who shall properly identify themselves, for maintaining proper order and for adherence to time limits (Board Policy 2310). Questions concerning matters which are not on the agenda may be taken under consideration and addressed at a subsequent Board meeting (Board Policy 1230).

D. EXECUTIVE SESSION

The Board of Education anticipates the need for an executive session to discuss:

- collective negotiations.
- the employment history of a particular person leading to the appointment, promotion or discipline of a particular person.
- proposed, pending, or current litigation.
- the preparation, grading, or administration of exams.
- matters that will imperil the public safety if disclosed.
- a matter that may disclose the identity of a law enforcement agent.
- information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
- the proposed acquisition, sale, or lease of real property.

Motion by _____, seconded by _____ to enter executive session.

PASS _____ YES _____ NO _____ **TIME** _____

Motion by _____, seconded by _____ to return to Open Session.

PASS _____ YES _____ NO **TIME:** _____

E. SUPERINTENDENT’S REPORTS

Final Report—Selection/Classification
Chatham Public Library Advisory Committee Proposal

F. OLD BUSINESS

Motion by _____, seconded by _____ that the Board of Education remove from the Table **Resolution #129.**

R. 129 BE IT RESOLVED that the Board of Education adopt the Code of Conduct for the 2010-2011 school year, as presented by the Code of Conduct Committee.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

G. NEW BUSINESS

G.1 INSTRUCTION

R. 5 WHEREAS, Section 135.4(c) (7) (ii) (a) (4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grade; and **WHEREAS**, these pupils are to be placed at levels of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and **WHEREAS**, the State Education Department issues the standards for these pupils to compete under a program called the Selection/Classification Program; **THEREFORE BE IT RESOLVED** that the Chatham Central School District Board of Education shall permit pupils to compete under the Selection/Classification Program in all sports.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

R. 6 BE IT RESOLVED that the Board of Education adopt the Use of Time Out Rooms, Physical Restraints and Aversives Policy, number 4321.12, as read at the June 8 and June 22, 2010 Board meetings.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

R. 7 BE IT RESOLVED that the Board of Education amend the work year of senior typist and secretary I staff members from 12-months to 11.5-months, effective July 1, 2010.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

R. 8 BE IT RESOLVED that the Board of Education accept the March 24, April 14, April 19, April 20, April 27, May 26, June 2, June 3, June 7, and June 17, 2010 recommendations of the Committee on Special Education.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

R. 9 BE IT RESOLVED that the Board of Education approve the Memorandum of Agreement with the Chatham Central School District Principals' Association dated July 6, 2010 regarding administrative reorganization.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

R. 10 BE IT RESOLVED that the Board of Education approve, and authorize the Superintendent to sign, the agreement with Timothy Price to offer consultant services in the area of administrative mentoring during the period of July 7, 2010 through June 30, 2011 at a rate of \$350 per day, not to exceed 50 days.

MOTION _____, 2nd _____

PASS _____ YES _____ NO

G.2 FINANCE

R. 11 BE IT RESOLVED that the Board of Education of the Chatham Central School District does hereby elect to provide the benefits of Part A of Chapter 105 of the Laws, 2010 commencing on July 6, 2010 for all eligible targeted employees who retire with an effective date of retirement set on or before August 13, 2010 and who are otherwise eligible as specified by Part A of Chapter 105, Laws of 2010.

R. 12 BE IT RESOLVED that the Board of Education award bids for the purchase of five (5) school buses, as voter approved at the May 18, 2010 Annual Vote, as follows:

- (2) ¾ ton GM Suburbans at \$38,373 each unit for a total of \$76,746 to Depaula Chevrolet
- (2) Micro Bird school buses at \$61,357.32 each unit for a total of \$122,714.64 to New York Bus Sales, LLC

- (1) large, 66 passenger bus at the State Contract cost of \$104,120.75 to Leonard Bus Sales, Inc.

Motion _____, 2nd _____

PASS YES _____ NO _____

R. 13 BE IT RESOLVED that the Board of Education approve the following 2009-2010 pay rates for non-represented employees:

Lawrence Dreher, Supervisor of Transportation: \$70,977/year

Barbara Murray, Supervisor of Food Service: \$44,772/year

Giles Felton, Network Systems Engineer: \$64,304/year

Dave Hodgkinson, District Treasurer: \$55,000/year

Steve Nieto, Superintendent of Buildings and Grounds, \$56,000/year

Rosemary Klugo, Secretary to the Business Administrator: \$25.46/hour,
plus \$.20 longevity

H. CONSENSUS AGENDA

R. 14 BE IT RESOLVED that the Board of Education accept the Consensus Agenda of the July 6, 2010 Board meeting, as written.

MOTION _____ 2nd _____

PASS _____ YES _____ NO

H.1 That the Board of Education accept the minutes of the June 8 and June 22, 2010 Board of Education meetings.

H.2 PERSONNEL

Amendments

- a. That the Board of Education amend the appointment of 7/8 Girls' Basketball coach for the 2009-2010 season to co-coaches Peter Minahan and Daniel Gregg, for a shared stipend of \$1,517.00.

Resignations/Leaves

- b. That the Board of Education accept the resignation for the purpose of retirement from Regina Kekis, Spanish teacher, effective June 30, 2010.
- c. That the Board of Education accept the resignation for the purpose of retirement from Cathy Williams, teaching assistant, effective June 30, 2010.
- d. That the Board of Education accept the resignation of John Thorsen as Chatham High school Assistant Principal, effective January 1, 2010.

Appointments

Please note: All appointments are contingent upon NYSED clearance from the fingerprint supported criminal background check, as required by Chapter 180 of the Laws of 2000

- e. That the Board of Education appoint John Thorsen, who holds permanent

certification in the area of School Administrator/Supervisor, to a 1.0 FTE probationary position in the principal tenure area effective July 1, 2010 through June 30, 2012 at a salary of \$101,000.00 per year.

- f. That the Board of Education appoint Karen Bechdol, who is eligible for certification as a School Building Leader, a probationary position in the assistant principal tenure area, effective July 1, 2010 through June 30, 2013 at a salary of \$79,000.
- g. That the Board of Education recall Jessa Waterhouse to the position of probationary, full-time foreign language teacher (Spanish), effective June 30, 2010 through August 31, 2012, on Masters step 3, at an annual salary of \$43,621 plus \$297.00 for 9 graduate credits beyond Masters (2009-10 salary rate).
- h. That the Board of Education recall Jacqueline Ippolito to the position of full-time, temporary English teacher, effective on or about October 14, 2010 through January 30, 2011, on Step 3 Masters, at a pro-rated salary of \$43,621, plus \$1,188 extra graduate credits (09-10 salary).
- i. That the Board of Education approve Brianne Collins, who holds NYS permanent certification in elementary education N-6 to a probationary appointment in the elementary education tenure area, effective September 1, 2010 through August 31, 2012, on MA, step 7, at a 2009-2010 salary of \$47,725.00.
- j. That the Board of Education appoint the following summer transportation employees for summer 2010, effective July 6, 2010, at their regular hourly rate of pay:
- | | | | |
|----------------------|-------------------------------------------------------------------------------------|----------------|----------------|
| Drivers: | Barbara Eigenbrodt | Teresa Hughes | Frank Bogarski |
| | Betsy Kneller | Donna Edwards | Diane Morse |
| | Marybeth Rilke | Jeffrey Braley | |
| Attendants: | Donna Beaudry, Aldea Bogarski, Teena Bogarski, Kelly Strobel, Cheryl Brill | | |
| Bus Driver/Cleaners: | John Burlingame (Supervising Cleaner), Debra Roberts, Melissa Radley, Sharon Mesick | | |
- k. That the Board of Education appoint Christine Fahey and Nancy Barth as co-coordinators of the 2010 Chatham Fair School Artwork Exhibit, at a shared stipend of \$803.00 (09-10 contract rate).
- l. That the Board of Education appoint the following Committee on Preschool Special Education and Committee on Special Education appointments for the 2010-2011 school year:
- | | | |
|-------|--------------------------------|------------------------------|
| CPSE: | District Representative: | Jean Scheriff |
| | County Representatives: | Alice Engel |
| | | Lisa Mazzacano |
| | Parent Members: | Amy Knight |
| | | Erica Kraft |
| | | Darlene Madsen |
| | | Donna Knight |
| | Special Education Teachers | |
| | And Related Service Providers: | Personnel assigned by County |
| | | Health Department |
| CSE: | District Representative: | Jean Scheriff |
| | | Amy Potter |
| | School Psychologist: | Winston Hagborg |
| | | Brian Simon |

Parent Members: Ann Cipkowski, Donna Coon, Carol Cerny, Roseann Johnson-Myers, Amy Knight, Donna Knight, Erica Kraft, Darlene Madsen

Special Education Teachers: Kevin Botsford, Diane Trainor, Ellen Ryan
Amy Beaudoin, Margaret Thorsen, Nicole Wrigley
Kristine Mackowski, Peter VanAcker, Mary West
Amy Potter, Michael Kullman, Diane Busa, Wendy Diskin

Related Service Providers: Lisa Toomey, Speech, Patricia Luvera, Speech
Laurie Foster, Adapted Physical Education
TBD, Physical Therapist
TBD, Occupational Therapist
Kay Springfield, Occupational Therapy Assistant
Donna Finck, Physical Therapy Assistant

School Physician: (only committee member when requested by student's parents in writing 72 hours prior to CSE meeting): Dr. L. Greitzer/Linda VandeMuller, PA

Regular Education Teacher: Regular education teachers attend CSE meetings as required

Surrogate Parent: (appointed as student representative in accordance with specific Commissioner's regulations): Donna Knight

SUBCOMMITTEE:

District Representatives: Jean Scheriff
Larry Burud
High School Assistant Principal when appointed
Amy Potter
Kristen Reno

School Psychologists: (included on Subcommittee in special circumstances only) Winston Hagborg

Brian Simon

Special Education Teachers: Kevin Botsford, Diane Trainor, Ellen Ryan
Amy Beaudoin, Margaret Thorsen, Nicole Wrigley
Kristine Mackowski, Peter VanAcker, Mary West
Amy Potter, Michael Kullman, Diane Busa
Wendy Diskin

Related Service Providers: Lisa Toomey, Speech; Patricia Luvera, Speech
Laurie Foster, Adapted Physical Education
TBD, Physical Therapist
TBD, Occupational Therapist
Kay Springfield, Occupational Therapy Assistant
Donna Finck, Physical Therapy Assistant

School Physician: (only committee member when requested by student's parents in writing 72 hours prior to CSE meeting):

Dr. L. Greitzer/Linda VandeMuller, PA

Regular Education Teacher: Regular education teachers attend CSE meetings as

required

Surrogate Parent: (appointed as student representative in accordance with specific Commissioner's regulations): Donna Knight

H.3 BUSINESS/FINANCE

- a. That the Board of Education accept miscellaneous donations totaling \$43.45 for use by the Chatham Public Library, and increase the 2009-2010 budget by the same amount.
- b. That the Board of Education accept donations totaling \$450.00 in memory of the late Rosa Cummings to be used by the Chatham Public Library, and increase the 2009-2010 budget by the same amount.
- c. That the Board of Education accept the budget comprehensive status and revenue status reports for the General Fund, School Lunch Fund, Federal Fund, Capital Fund, and Treasurer's Report for the month of May, 2010.

I. BOARD OF EDUCATION

- I.1 Finance Committee
- I.2 Audit Committee
- I.3 Library Committee
- I.4 Policy Committee - 2nd reading of
- I.5 Curriculum Committee
- I.6 Facilities Committee
- I.7 Liaison Committee
- I.8 Bi-County School Boards
- I.9 Items for Review

J. ITEMS FOR FUTURE AGENDA

K. EXECUTIVE SESSION

The Board of Education anticipates the need for an executive session to discuss:

- collective negotiations.
- the employment history of a particular person leading to the appointment, promotion or discipline of a particular person.
- proposed, pending, or current litigation.
- the preparation, grading, or administration of exams.
- matters that will imperil the public safety if disclosed.
- a matter that may disclose the identity of a law enforcement agent.
- information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
- the proposed acquisition, sale, or lease of real property.

Motion by _____, seconded by _____ to appoint Cheryl Nuciforo as District Clerk Pro-temp for the remainder of the meeting.

PASS _____ YES _____ NO

Motion by _____, seconded by _____ to enter executive session.

PASS _____ YES _____ NO **TIME:** _____

Motion by _____, seconded by _____ to
return to Open Session.

PASS _____ YES _____ NO **TIME:** _____

L. ADJOURNMENT

TIME: _____

MOTION _____ 2nd _____

PASS _____ YES _____ NO