

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, March 10, 2020
7:00 PM

MINUTES

Call to Order	Vice-President Theresa Lydon called the meeting to order at 7:24 p.m.
Pledge	The meeting opened with the pledge to the flag.
Attendance	Those present included: Mr. Cesario, Ms. Crowell, Mrs. Donahue, Ms. Evans, Mr. LaPorte, Ms. Lindsey, Mrs. Lydon and Mr. Raso Also present were Dr. William P. Stropkaj, Superintendent; Dr. Shannon Varley, Director of Curriculum, Instruction, Assessment and Staff Development; Mr. Joseph Kubiak, Business Manager/Board Secretary; Mr. Michael Brungo, Solicitor; and Mrs. Maureen S. Myers, Assistant Board Secretary/Recording Secretary
Technology Update	Mr. Aaron Smith, Director of Technology, gave an update to the members of the Board of School Directors in regard to Technology throughout the District. Ms. Shaw was absent.
Board President's Report	BOARD PRESIDENT'S REPORT – Ms. Patricia Ann Shaw The following action items will be considered at the March 17, 2020 Business/Legislative Meeting: <u>BOARD ACTION REQUESTED</u>
Board Minutes	BOARD MINUTES It is recommended that the Board approve the Work Session Minutes of January 14, 2020 and the Business/Legislative Minutes of January 21, 2020
ACSHIC Trustee	ALLEGHENY COUNTY SCHOOLS HEALTH INSURANCE CONSORTIUM SCHOOL BOARD DIRECTOR – TRUSTEE POSITION It is recommended that the Board approve one (1) of the following individuals to serve as Allegheny County Schools Health Insurance Consortium School Board Trustee, for a two-year period effective March 31, 2020, for the Western Region: <u>Nominee</u> <u>School District</u>

Peter Moniodes Canon-McMillan School District

Sarah Olbrich Mt. Lebanon School District

David Roussos Carlynton School District

Club Additions

CLUB ADDITIONS

The Board recommends the approval of the creation of the following clubs:

Myrtle Best Friends Club
Myrtle Nature Club

For Information Only

FOR INFORMATION ONLY

I. Parkway West Career and Technology Center Report *Ms. Annie Shaw*

II. SHASDA Report *Mr. Santo Raso*

III. PSBA/Legislative Report *Mrs. Theresa Lydon*

IV. News from the Boroughs

Executive Session

EXECUTIVE SESSION

Executive Session was held prior to this evenings Work Session meeting to discuss personnel and collective bargaining agreements.

Superintendent's Report

SUPERINTENDENT'S REPORT – Dr. William P. Stropkaj

The following action items will be considered at the March 17, 2020 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Policy 213

FIRST READING POLICY 213: ASSESSMENT OF STUDENT PROGRESS

It is recommended that the Board approve the FIRST READING of Policy 213: *Assessment of Student Progress*.

Policy 214

FIRST READING POLICY 214: CLASS RANK

It is recommended that the Board approve the FIRST READING of Policy 214: *Class Rank*.

Policy 217

FIRST READING POLICY 217: GRADUATION REQUIREMENTS

It is recommended that the Board approve the FIRST READING of Policy 219: *Graduation Requirements*.

Professional Development

PROFESSIONAL DEVELOPMENT

It is recommended that the Board approve the following Professional Development requests:

Dr. William P. Stropkaj University of Pittsburgh Superintendent’s Forum *No Cost to the*
Oakland, PA *District*
April 29, 2020 – May 1, 2020

Carly Devine Nonviolent Crisis Intervention Training Renewal \$1,128.64
Pittsburgh, PA
May 18 – 19, 2020

Personnel Report

PERSONNEL REPORT – Ms. Patricia A. Shaw & Mr. Matthew Cesario

The following items will be considered at the March 17, 2020 Business/Legislative Meeting.

BOARD ACTION REQUESTED

Retirements

RETIREMENTS

The Administration recommends that the Board accept the letter of retirement from the following individuals:

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>	<u>Effective Date</u>
Deborah Leonard	Learning Support Teacher - Dormont	26	June 15, 2020
Nancy Smay	School Counseling Secretary 6 – 12	30	June 29, 2020

Appointments

APPOINTMENTS

Substitute Custodian

1. Substitute Custodian

The Administration recommends the employment of the following substitute custodian:

Brett Tinker
Dormont Elementary
Effective – February 17, 2002
Hourly Rate - \$10.50

Club Sponsors

2. Club Sponsors and Stipends – 2019/2020 School Year

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2017/2020*, it is recommended that the Board approve the following individuals for the remainder of the 2019/2020 school year:

<u>Club</u>	<u>Name</u>	<u>Stipend</u>
Myrtle Best Friends Club	Daniel Galentine	\$311.11 (pro-rated)
	Nicole Niccolai	\$311.11 (pro-rated)

Teresa Zimmerman \$311.11 (pro-rated)

Myrtle Nature Club Zachary Whitfield \$933.33 (pro-rated)

Post Season Coaching

POST SEASON COACHING STIPENDS

In compliance with the *Keystone Oaks Education Association Agreement 2017/2020*, it is recommended that the Board approve payment of \$50.00 per week to the following individuals for coaching in the post season:

<u>Sport</u>	<u>Coach</u>	<u>Stipends</u>
Swimming and Diving	Jeff DiGiacomo	\$150.00 (3 weeks)
	Madeline Morris	\$150.00 (3 weeks)
Wrestling	Andrew Bell	\$100.00 (2 weeks)
	Al Harris	\$100.00 (2 weeks)
	Joseph Kazalas	\$100.00 (2 weeks)
	Michael Kazalas	\$100.00 (2 weeks)

Leave of Absence

LEAVE OF ABSENCE

It is recommended that the Board approve the following individual for Family and Medical Leave:

Employee 703 - Effective January 6, 2020

Finance Report

FINANCE REPORT – Ms. Raeann Lindsey

The following action items will be considered at the March 17, 2020 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Accounts Payable

ACCOUNTS PAYABLE APPROVAL LISTS THROUGH FEBRUARY 29, 2020

The Administration recommends approval of the following Accounts Payable lists as presented in the *Finance Package*:

A. General Fund as of February 29, 2020 (Check No. 61578-61789)	\$1,148,356.04
B. Food Service Fund as of February 29, 2020 (Check No. 9212-9222)	\$46,828.90
C. Athletics as of February 29, 2020 (Check No. 3185-3193)	\$5,273.38
D. Capital Reserve as of February 29, 2020 (None)	\$0.00

TOTAL \$1,200,458.32

**ALLEGHENY INTERMEDIATE UNIT 2020/2021 PROGRAM OF SERVICES
BUDGETS FINANCE DIVISION**

The Administration recommends that the Board approve the proposed 2020/2021 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,202,973.00. The Allegheny County (AIU3) school districts' total contribution to the budget is \$1,811,545.00. The Keystone Oaks School District contribution to the Program of Services Budget is estimated to be \$37,779.36 and will be determined by PDE according to District Aid Ratio and Weighted Average Daily Membership (WADM).

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2019 – 2020 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2019-2020 BUDGET TOTAL	2019-2020 8 MONTH FEBRUARY/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 30,223,490	\$ 28,453,403	\$ (1,770,087)
7000	State Revenue Sources	\$ 12,272,835	\$ 5,795,365	\$ (6,477,470)
8000	Federal Revenue Sources	\$ 666,330	\$ 351,004	\$ (315,326)
Total Revenue		\$ 43,162,655	\$ 34,599,772	\$ (8,562,883)
				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 17,552,090	\$ 9,543,130	\$ 8,008,960
200	Benefits	\$ 11,027,539	\$ 5,783,661	\$ 5,243,878
300	Professional/Technical Services	\$ 1,558,997	\$ 1,241,630	\$ 317,367
400	Property Services	\$ 1,122,100	\$ 676,618	\$ 445,482
500	Other Services	\$ 5,399,722	\$ 3,346,148	\$ 2,053,574
600	Supplies/Books	\$ 1,444,142	\$ 1,096,448	\$ 347,694
700	Equipment/Property	\$ 635,152	\$ 603,673	\$ 31,479
800	Other Objects	\$ 566,455	\$ 408,267	\$ 158,188
900	Other Financial Uses	\$ 4,645,250	\$ 3,891,250	\$ 754,000
Total Expenditures		\$ 43,951,447	\$ 26,590,825	\$ 17,360,622
Revenues exceeding Expenditures		\$ (788,792)	\$ 8,008,947	\$ 8,797,739
Other Financing Sources/(Uses)				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF FEBRUARY 29, 2020

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 2/1/2020	\$ 88,093.02	\$ 14,068.83
Deposits	\$ 2,520.60	\$ 2,793.44
Subtotal	\$ 90,613.62	\$ 16,862.27
Expenditures	\$ 15,045.84	\$ 5,093.82
Cash Balance - 2/29/2020	\$ 75,567.78	\$ 11,768.45

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF FEBRUARY 29, 2020

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,800,000
PAYROLL (pass-thru account)	\$ 47,726
FNB SWEEP ACCOUNT	\$ 54,213
ATHLETIC ACCOUNT	\$ 11,768
PLGIT	\$ 11,575,589
FNB MONEY MARKET	\$ 729,655
PSDLAF	\$ 162,091
INVEST PROGRAM	\$ 180,736
OTHER POST-EMPLOYMENT BENEFITS	\$ 1,973,457
COMPENSATED ABSENCES	\$ 427,748
	\$ 16,962,983
CAFETERIA FUND	
FNB BANK	\$ 330,673
PLGIT	\$ 115,360
	\$ 446,033
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 214,466
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 798
	\$ 215,264
GRAND TOTAL	\$ 17,624,280

Facilities Report

FACILITIES REPORT – Mr. Santo Raso

The following action items will be considered at the March 17, 2020 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Dormont – Rooftop Controls

DORMONT ELEMENTARY ROOFTOP CONTROLS

It is recommended that the Board approve the Dormont Elementary Roof Top unit controls by CS&E at a cost not to exceed \$44,235.00.

Activities & Athletics Report

ACTIVITIES & ATHLETICS REPORT – Ms. Raeann Lindsey

The following action items will be considered at the March 17, 2020 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Competitive Event

COMPETITIVE EVENT

It is recommended that the Board approve the following competitive event:

Odyssey of the Mind Western PA Competition (Level I)

Keystone Oaks High School

March 7, 2020

Number of Teams – 19

Activity Sponsor – Jessica Dobson

Total District Funds Requested - \$400.00

For Information Only

Registration fees were waived for 15 teams due to Keystone Oaks School District hosting the event. Total District funds requested is for four (4) teams.

Overnight Trips

OVERNIGHT TRIPS

It is recommended that the Board approve the following overnight trips:

Wrestling State Southwest Semi-Finals (Level II)

Indiana University of Pennsylvania

February 27 – 29, 2020

Number of competitors – 2 (\$240.00 each)

Coach – Andrew Bell (\$240.00)

Total District Funds Requested - \$720.00

Swimming & Diving State Championship (Level II)

Bucknell University

March 11, 2020 – March 14, 2020

Number of competitors – 2 (\$500.00 total)
Coaches – Jeff DiGiacomo and Madeline Morris (\$1,277.00 total)
Total District Funds Requested - \$1,777.00

Adjournment

ADJOURNMENT

On the motion of Mrs. Lydon, seconded by Mr. LaPorte, the meeting was adjourned at 8:08 p.m.

Motion passed 7-0

Respectfully submitted,

Joseph A. Kubiak
Board Secretary

Maureen S. Myers
Assistant Board Secretary
Board Recording Secretary

KEYSTONE OAKS SCHOOL DISTRICT

Policy Guide



Policy No. 213

Section PUPILS

Title ASSESSMENT OF STUDENT
PROGRESS

Adopted AUGUST 21 1989

Revised JUNE 25, 2015;
DECEMBER 4, 2008;
JUNE 28, 1999

POLICY NO. 213 ASSESSMENT OF STUDENT PROGRESS	
Section 1	<p><u>Purpose</u></p> <p>The Board recognizes that a system of assessing student achievement can help the students, teachers and parents/guardians to understand and evaluate a student's progress toward educational goals and the Pennsylvania Core standards.</p>
Section 2	<p><u>Definition</u></p> <p>Assessment shall be the system of measuring and recording student progress and achievement that enables the student, parents/guardians and teachers to:</p> <ol style="list-style-type: none"> a. Determine a student's attainment of established academic standards. b. Learn the student's strengths and weaknesses. c. Plan an educational or vocational future for the student in areas of the greatest potential for success. d. Know where remedial work is required.

Title 22 Sec. 4.11

<p>Section 3</p>	<p style="text-align: center;">POLICY NO. 213 ASSESSMENT OF STUDENT PROGRESS</p> <p>Such assessment shall measure the student's progress against both his/her own potential for achievement and the achievements of others in the class, as appropriate to the grade level and subject matter.</p> <p><u>Authority</u></p> <p>The Board directs that the instructional program of this District include a system of assessing all students' academic progress. The system shall include descriptions of how achievement of academic standards will be measured and how this information will be used to assist students having difficulty meeting required standards.</p> <p>Students with disabilities shall be included in the district's assessment system, with appropriate accommodations when necessary.</p> <p>The district's assessment system shall include a variety of assessment strategies which may include:</p> <ul style="list-style-type: none"> a. Written work by students. b. Scientific experiments conducted by students. c. Works of art or musical, theatrical or dance performance by students. d. Demonstrations, performances, products or projects by students related to specific academic standards. e. Examinations developed by teachers to assess specific academic standards. f. Nationally or state available achievement tests. g. Diagnostic assessments. h. Evaluations of portfolios of student work related to achievement of academic standards. i. Other measures, as appropriate, which may include standardized tests. 	<p>SC 1531, 1532 Title 22 Sec. 4.11, 4.51, 4.52</p> <p>Title 22 Sec. 4.52</p> <p>Title 22 Sec. 4.52</p>
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**POLICY NO. 213
ASSESSMENT OF STUDENT PROGRESS**

Section 3

Delegation of Responsibility

The Superintendent or designee shall develop assessment procedures which include the following:

- a. Each student should know the teacher's expectations at the outset of any course of study.
- b. Each student shall be kept informed of his/her progress during the course of a unit of study.
- c. Methods of assessing shall be appropriate to the course of study and the maturity of students.
- d. Assessment should objectively evaluate and reward students for their efforts.
- e. Students should be encouraged to assess their own achievements.
- f. All assessment systems are subject to continual review and revision.
- g. Staff, students, and parents/guardians should be involved in the continuing program of grading review.

SC 1531, 1532
Title 22 Sec. 4.11,
4.51, 4.52

Section 4

Guidelines

Each classroom teacher is expected to provide students with a clear understanding of the assessment practices related to their individual course. Grades assigned should reflect the achievement based upon the specific criteria expected in the course and outlined by the teacher.

Individual extra credit assignments will not be given by teachers so that a student may improve his/her letter grade.

Classroom extra credit assignments may be given so long as they are substantially germane to the subject matter being taught.

**POLICY NO. 213
ASSESSMENT OF STUDENT PROGRESS**

The purpose of “extra credit” is not to allow students to gain enough points to significantly alter a final or quarter grade. Extra credit allows a teacher to make an improved judgment of a student’s academic capability.

At Keystone Oaks High School, quality points are values assigned for the purpose of determining an average letter grade. Honor and AP classes have weighted value for grades of a C or better. The values are as follows:

Applied/Accelerated Regular/CP		Honor		AP	
Grade	Value	Grade	Value	Grade	Value
A	4.0	A	4.5	A	5.0
B	3.0	B	3.5	B	4.0
C	2.0	C	2.5	C	3.0
D	1.0	D	1.0	D	1.0
F	0	F	0	F	0
P	0	P	0		

References:

School Code – 24 P.S. Sec. 1531, 1532

State Board of Education Regulations – 22 PA Code Sec. 4.11, 4.24, 4.51, 4.5

KEYSTONE OAKS SCHOOL DISTRICT

Policy Guide



Policy No. 217

Section PUPILS

Title GRADUATION REQUIREMENTS

Adopted AUGUST 21, 1989

Revised MARCH 19, 2019

POLICY NO. 217 GRADUATION REQUIREMENTS	
Section 1	<p><u>Purpose</u></p> <p>It shall be the policy of the Board to acknowledge each student's successful completion of the instructional program appropriate to the student's interests and needs by the awarding of a diploma or certificate at fitting graduation ceremonies.</p>
Section 2	<p><u>Authority</u></p> <p>The Board shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by Chapter 4 of the Pennsylvania Department of Education Regulations and the Board of School Directors of the Keystone Oaks School District.</p> <p>The Board shall identify the planned courses which are required for graduation. These written plans shall be on file in the District, the District website, and shall be made available upon request for review by the designated representatives of the Pennsylvania Department of Education.</p>

**POLICY NO. 217
GRADUATION REQUIREMENTS**

Students are required to take courses fulfilling the following credit requirements in order to graduate:

For the Senior Classes of 2020 and 2021:

- | | |
|-----------------------|-----------|
| 1. English * | 4 credits |
| 2. Social Studies * | 4 credits |
| 3. Mathematics * | 4 credits |
| 4. Science * | 4 credits |
| 5. Physical Education | 1 credit |
| 6. S.T.E.A.M. | 1 credit |

S.T.E.A.M. refers to Science, Technology, Engineering, Arts, and Mathematics. The Program of Studies outlines specific courses that meet the S.T.E.A.M. designation.

- | | |
|---|-------------|
| 7. Health | 0.5 credit |
| 8. Electives | 7.5 credits |
| 9. Community Service
(Equivalent to 60 hours of community service – details are described in the Community Service Handbook) | 0.5 credit |
| 10. Career Readiness/Job Shadowing
(Details are described in the Career Readiness Handbook) | 0.5 credit |

**POLICY NO. 217
GRADUATION REQUIREMENTS**

For the Senior Classes of 2022 and 2023:

- | | |
|------------------------------|-----------|
| 1. English * | 4 credits |
| 2. Social Studies * | 4 credits |
| 3. Mathematics * | 4 credits |
| 4. Science * | 4 credits |
| 5. Physical Education/Health | 1 credit |
| 6. S.T.E.A.M. | 1 credit |

S.T.E.A.M. refers to Science, Technology, Engineering, Arts, and Mathematics. The Program of Studies outlines specific courses that meet the S.T.E.A.M. designation.

- | | |
|---|------------|
| 7. Electives | 8 credits |
| 8. Community Service
(Equivalent to 60 hours of community service – details are described in the Community Service Handbook) | 0.5 credit |
| 9. Career Readiness/Job Shadowing
(Details are described in the Career Readiness Handbook) | 0.5 credit |

**POLICY NO. 217
GRADUATION REQUIREMENTS**

For the Senior Classes of 2024 and beyond:

- | | |
|---|------------|
| 1. English * | 4 credits |
| 2. Social Studies * | 4 credits |
| 3. Mathematics * | 4 credits |
| 4. Science * | 4 credits |
| 5. Physical Education/Health | 1 credit |
| 6. Computer Science * | 0.5 credit |
| 7. Electives | 8 credits |
| 8. Community Service
(Equivalent to 60 hours of community service – details are described in the Community Service Handbook) | 0.5 credit |
| 9. Career Readiness/Job Shadowing
(Details are described in the Career Readiness Handbook) | 0.5 credit |

**Courses fulfilling this requirement will be listed annually in the Program of Studies.*

Students must take a minimum of seven (7) credits per year.

Keystone Exams

The District will follow current guidelines for graduation requirements as they pertain to Keystone Exams or any other state testing requirements, available on the Pennsylvania Department of Education website.

Participation in Graduation Ceremonies

To be eligible to participate in the commencement exercises of his or her class, a senior must have completed all credit requirements for graduation. Those seniors who must attend summer school shall receive diplomas upon presentation of proof of successful completion of the required course or courses. Those students who must attend summer school will not be

**POLICY NO. 217
GRADUATION REQUIREMENTS**

permitted to participate in graduation ceremonies. A student who participates in the Special Education Program may participate in graduation ceremonies with his/her age appropriate peers even if all IEP goals have not been met. A student may only participate in graduation ceremonies one time. A certificate of attendance will be given at this time. The student will receive a high school diploma upon completion of his/her IEP goals.

No student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure, but may be denied participation in the ceremony of graduation when personal conduct so warrants. Such exclusion shall be regarded as a school suspension.

Students with unfulfilled financial obligations will not receive their diplomas, but may be allowed to participate in the ceremony.

Student Transcripts

PSSA scores will be included on student transcripts. Beginning with the class of 2017, the performance level for each Keystone Exam will be included.

Section 3

Delegation of Responsibility

The Superintendent shall develop procedures for implementing this policy which includes careful recording of each student's progress and accumulation of graduation requirements.

References:

School Code – 24 P.S. Sec. 101 et seq., 1611, 1613, 1614

State Board of Education Regulations – 22 PA Code Sec. 4.24

Revision History: March 26, 2015; June 26, 2014; April 18, 2013; February 17, 2011; March 18, 2010; May 10, 2006; March 18, 2004; June 28, 1999

Policy Guide



Policy No. 214

Section PUPILS

Title CLASS RANK/
GRADUATION HONORS

Adopted AUGUST 21, 1989

Revised AUGUST 20, 2019

POLICY NO. 214 CLASS RANK/GRADUATION HONORS	
Section 1	<p><u>Purpose</u></p> <p>The Board acknowledges the usefulness for a system of computing quality point averages for secondary school students to inform students, parents/guardians and others of their relative academic placement.</p>
Section 2	<p><u>Authority</u></p> <p><i>For the Senior Classes of 2020 and beyond:</i></p> <p>Class rank will be calculated for internal purposes only and will not be placed on student transcripts. Class rank will be made available only for scholarship applications or other entities/institutions that stipulate that class rank is required and will not be accepted without this information. Class rank will be determined using the weighted GPA and by limiting the calculations of grade point averages to two decimal places.</p>
Section 3	<p><u>Guidelines</u></p> <p>Quality points shall be awarded for each course according to Board Policy 127 – Assessment System based on the student’s final grade, the academic level, and the number of credits of the course.</p>

**POLICY NO. 214
CLASS RANK/GRADUATION HONORS**

For the Senior Classes of 2020, ~~and~~ 2021 and 2022:

Students shall be ranked for Commencement proceedings in order from highest to lowest according to quality point averages.

Any two (2) or more students whose computed quality point averages are identical shall be given the same rank. The rank of a student who immediately follows a tied position will be determined by the number of students preceding him or her and not by the rank of the person preceding him or her. For instance, if three students are tied for number one, the next student is ranked number 4.

For the Senior Class of 2023~~2~~ and beyond:

Students shall be categorized according to the following:

Honors 3.50-3.74
High Honors 3.75+
Distinguished Graduate 4.01+ other criteria

Distinguished Graduate

Additional criteria to be a Distinguished Graduate include: One-hundred (100) or more hours of community service, according to District guidelines; a leadership position within the school or community; and less than four unexcused tardies and three unexcused absences.

Distinguished graduate(s) will be selected through a Committee to speak at Commencement, along with the class president.

Section 4

Delegation of Responsibility

The Superintendent or designee shall develop procedures for the computation of quality point averages to implement this policy and procedures for selection of a Distinguished graduate(s) to speak at Commencement.

22 PA Code 4.24

POLICY NO. 214
CLASS RANK/GRADUATION HONORS

References:

State Board of Education Regulations – 22 PA Code Sec. 4.24

Board Policy – 127

Revision History: March 26, 2015; June 28, 1999