Conrad Weiser Area School District Robesonia, PA 19551

Agenda – August 17, 2016

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS

APPROVAL OF MINUTES – Margaret G. Rumbaugh

A. Motion by ______, Seconded by ______, RESOLVED, that the reading of the Minutes of the regular meeting of the Board of School Directors for the month of July held on July 13, 2016; and the agenda of the committee meetings held on August 3, 2016, be dispensed with and that the same be approved by voice vote.

APPROVAL OF FINANCIAL REPORTS – Margaret G. Rumbaugh

A. Motion by _____, Seconded by ____, RESOLVED, that the financial reports be approved, as presented.

(Attachment Fa-1)

APPROVAL OF PAYMENT OF BILLS

A. Motion by ______, Seconded by _____, RESOLVED, that by roll call vote the General Account bills (2015-16) be approved in the amount of \$293,871.48 and ratified in the amount of \$163,137.14 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$457,008.62;

And be it further,

RESOLVED, that the General Account bills (2016-17) be approved in the amount of \$831,328.06 and ratified in the amount of \$1,469,022.63 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of \$2,300,350.69;

And be it further,

RESOLVED, that the Cafeteria Account bills (2015-16) be approved in the amount of \$18,945.53 as presented, and the Treasurer be authorized to issue checks in the amounts indicated;

And be it further,

<u>Minutes</u>

Financial Reports

General Bills

2016-17

General Bills

2015-16

Cafeteria Bills 2015-16 RESOLVED, that the Cafeteria Account bills (2016-17) be approved in the amount of \$5,461.69 and ratified in the amount of \$8,763.68 as presented, and the Treasurer be authorized to issue checks in the amounts indicated for the total amount of

PRESENTATIONS

A Requests to speak to the Board of School Directors	Requests to Speak
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COMMUNICATIONS

- A. Reports
 - 1. Solicitor Jon S. Malsnee, Esquire
 - 2. Student Council

\$14.225.37.

- 3. Berks County Intermediate Unit Tammy Starner Wert
- 4. Berks Career & Technology Center– William T. Carl, Jr.
- 5. Tax Collection Committee Robin L. Robertson

OLD BUSINESS

NEW BUSINESS

BUDGET & FINANCE COMMITTEE -

RESOLVED, that on the recommendation of the Administration and the Budget & Finance Committee, the Board of School Directors of the Conrad Weiser Area School District:

Consent Agenda

1. RLR receives reports from the seven tax collectors in our school district and presents them to Herbein & Company, Inc., for audit and also exonerates them from the collection of all 2015 unpaid per capita taxes as set forth in their reports. Tax collectors are as follows:

Heidelberg Township	-	Carol Keppley
Marion Township	-	Eileen Heydt
North Heidelberg Township	-	Jack Kuhn
Robesonia Borough	-	Marshall Reynolds
South Heidelberg Township	-	Ann Marie Girard
Wernersville Borough	-	Debra Pierce
Womelsdorf Borough	-	Sandra Barnhart

Cafeteria Bills 2016-17

Communications

Old Business

New Business

2015 Tax Collector Reports

- 2. EJB approves a License Agreement for in-school services with The Progressions Company, Inc., 144 North Sixth Street, Reading, PA 19601, to provide mental health services for eligible District students, families or groups from August 31, 2016 through August 31, 2017, at no cost to the District.
- 3. EJS approves an agreement with Kristen Bender, 20 Sawgrass Drive, Reading, PA 19606, for contracted school psychology services for student evaluation purposes from August 29, 2016 to June 9, 2017, at a cost of \$60.00 per hour up to 15 hours a week to be paid from ACCESS funds.
- 4. RAG approves a Contract for Professional Services between CWASD and PSBA for Policy Development Services. The cost for this service is \$7,100.00 which will be paid out in three equal payments over the next three fiscal years.
- 5. RLR approves an agreement with Conrad Siegel Actuaries, 501 Corporate Circle, Harrisburg, PA 17110 for GASB 45/75 Valuation and Related Services as required by law not to exceed \$7,225.00 for the 2016-17 school year.

Discussion Agenda

1. MAN approves the cafeteria budget for the 2016-17 school year in the amount of \$1,326,470.00.

(Attachment A-1)

 RLR approves an agreement with Ephrata Mennonite School, 598 Stevens Road, Ephrata, PA 17522, to provide transportation for four Conrad Weiser students attending Ephrata Mennonite School at a cost of \$3,189.60 for the 2016-17 school year beginning August 24, 2016.

CURRICULUM COMMITTEE - Tammy Starner Wert, Chairperson

RESOLVED, that on the recommendation of the Administration and the Curriculum Committee, the Board of School Directors of the Conrad Weiser Area School District:

Consent Agenda

1. EJB renews an Agreement with the Berks County Intermediate Unit for school students taking on-the-road driver's education instruction, effective September 1, 2016. Agreement-Progressions

<u>Agreement – School</u> <u>Psy Svcs</u>

Contract PSBA

Agreement Conrad Siegel Act

Cafeteria Budget

Ephrata Mennonite School Transportation

<u>BCIU – OTR Driver</u> Ed RGG approves approximately 100 students, under the direction of John Rohm and Kenny Bright to visit Washington DC on October 14, 2016.

Note: Students will pay all costs associated with the trip including transportation and the cost of four substitute teachers.

 RGG approves approximately 60 students, under the direction of Neal Lutz to visit Gillette Stadium, MA, Mystic Seaport, CT and Hofstra University, NY on Saturday, October 15 to Monday, October 17, 2016. Students will participate in a 1000+ member massed band and rehearse with a collegiate band.

Note: Students will pay their own costs and use music association funds to offset the costs of transportation and substitute teachers.

Discussion Agenda

Information Items

 RAG The following high school Agriculture Department equipment items will be discarded: 7847- Autoclave 1811- pH probe portable fan

EXTRA-CURRICULAR COMMITTEE – Mark D. Leidich, Chairperson

RESOLVED, that on the recommendation of the Administration and the Extra-Curricular Committee, the Board of School Directors of the Conrad Weiser Area School District:

Consent Agenda

1. RGG approves the following unpaid high school extra-curricular positions and personnel for the 2016-17 school year:

<i>Advisor</i> Jessica Alexander Barbara Boland Deb Boor Kenny Bright	Yrs 9 5 1 11	Activity Art Club Advisor SADD Program Co-Advisor Key Club Co- Advisor Social Studies Club Co- Advisor
John Clauss Arlan Dietrich Arlan Dietrich Arlan Dietrich Dawn Fry	1 29 28 1	Tolkien Club Advisor Algorithmics Advisor ACSL Advisor Mini-Thon Co-Advisor Community Service (Volunteer)

Equip Discard Ag Dept

<u>Unpaid Extra-</u> curricular Advisors – HS

Washington DC Trip

Music Trip

-4-08/17/16

	Ashley Gartner Ashley Gartner Sandy Grajewski Dennis Harman Chris Koper Chris Koper Heidi Luckenbill Kathy Mohn Zach Musser Zach Musser Zach Musser Stacey Osman Stacey Osman Stacey Osman Stacey Osman Stacey Osman Diane Payne Denise Rathman Krysta Reber John Rohm Eric Rothenberger Diane Rurode Adelle Schade Andrea Schaeffer	3 2 2 15 10 2 6 10 10 2 8 5 1 1 8 2 1 9 7 29 2 9 1	SADD Program Co-Advisor CW Dance Team Science Olympiad Fellowship of Christian Students Advisor Physics Club Advisor Science Olympiad Social Studies Club Co- Advisor GSA Co-Advisor Social Studies Club Co- Advisor Ski Club Co-Advisor Academic Challenge Advisor Renaissance Assistant Advisor Key Club Co- Advisor Newspaper Club Spanish Club Advisor Meditation Club Advisor Mini-Thon Co-Advisor Ski Club Co-Advisor Ski Club Co-Advisor Ski Club Co-Advisor Ski Club Co-Advisor Scial Studies Club Co- Advisor JCL Advisor BioScience Club PA Math League	
	Stef Schneck	1	Mini-Thon Co-Advisor	
	Kristen Simons Ashley Snyder	10 6	GSA Co-Advisor German Club Advisor	
SRM		-	teer coaches for the 2016-17 <i>Girls Soccer</i> Kaila Dautrich	<u>Volunteer Coaches</u>

Gretchen Klopp

2.

3. SRM Bowling Coach approves the following extra-curricular positions, personnel and salaries for the 2016-17 school year:

<u>Name</u>	Position	Yrs	<u>Salary</u>
Brian Zechman	Bowling	7	\$2,597.63

approves the following paid middle school extra-curricular 4. RKB positions, personnel and salaries for the 2016-17 school year:

Advisor	Yrs	Activity	Salary
Natalie Fisher	28	Student Council	\$1371.43
Tabitha Meredith	18	FFA	\$3142.99
Nicole Natale	17	Musical	\$1061.41

Paid Extra-curricular Advisors – MS

Pamela Light	3	Renaissance	\$1927.93
TBD		Yearbook	

Note: The salaries reflect a 2% increase in pay for returning personnel and no increase in the experience pay.

5. RKB approves the following unpaid middle school extra-curricular positions and personnel for the 2016-2017 school year:

Advisor	Yrs
Phleane Kissling	24
Cynthia Murdough	17
Matthew Esser	3
Craig Matthew	14
Natalie Fisher	20
Jill Fidazzo	10
Natalie Fisher	11
Allison Swoyer	4
Kelly Snyder	7
Pete Chamberlain	16
Cynthia Murdough	16

Activity Science Olympiad Science Olympiad Science Olympiad Stage Crew Math Counts Spelling Bee Morning Announcements Reading Olympics Musical (tickets) Harvest Run Harvest Run

Discussion Agenda

1. SRM approves the following personnel for contracted services for athletic events for the 2016-17 school year:

Dennis Schrack	Jennifer Dee
Lanette Lebo	Rod Lebo

2. RGG approves the following paid high school extra-curricular positions, personnel and salaries for the 2016-17 school year:

Advisor	Yrs	Activity	Salary
Krysta Reber	2	AP Coordinator	\$1,224.00
Sean Hackett	8	AV/Stage Crew Asst	\$1,268.81
Neal Lutz	8	AV/Stage Crew Head	\$2,440.14
Adam Serfass	7	FFA Advisor	\$4,303.08
John Siefert	6	FFA Coadvisor	\$3,803.43
Michelle Strunk	5	Jr. Class Co-Advisor	\$428.61
Misty Witman	5	Jr. Class Co-Advisor	\$428.61
Hope O'Pake	7	Musical Director	\$2,323.03
Laura Moyer	3	Renaissance Co-	\$2,010.07
		Advisor	
Julie Mason	3	Sr Proj Coor	\$3,891.81
John Rohm	9	Sr. Class Advisor	\$1,271.66
Paula Prohaska	11	Stu Council Advisor	\$1,542.26
Sandy Grajewski	19	Yearbook Co-Advisor	\$1,776.45
Scott Wert	19	Yearbook Co-Advisor	\$1,776.45
Scott Wert	19	Yearbook Financial	\$1,326.52
		Mgr.	
Sean Hackett	21	Choraleers	\$1,378.53

<u>Unpaid Extra-</u> curricular Advisors – <u>MS</u>

Contracted Services for Athletic Events

Paid Extra-curricular Advisors – HS

Neal Lutz	12	Jazz Band	\$988.38
Stefanie Schneck	7	CWTV	\$728.28
Dennis Harman	7	National Honor	\$728.28
		Society Advisor	
Michael Noss	5	FBLA Co-Advisor	\$329.45
Fran Williams	5	FBLA Co-Advisor	\$329.45
Elizabeth Wissinger	7	FBLA Co-Advisor	\$381.47
Landon Heimbach	2	Drama Club Advisor	\$1,938.00
Erik Farkas	1	Marching Band Pit	\$1107.05
		Percussion	

Note: The salaries reflect a 2% increase in pay for returning personnel and no increase in the experience pay.

 SRM approves the use of student images on social media pending parental consent.

FACILITIES/PROPERTY COMMITTEE - Dennis J. Manbeck, Chairperson

RESOLVED, that on the recommendation of the Administration and the Facilities/Property Committee, the Board of School Directors of the Conrad Weiser Area School District:

<u>Consent Agenda</u> None

Discussion Agenda

HUMAN RELATIONS COMMITTEE - Gary G. Neider, Chairperson

RESOLVED, that on the recommendation of the Administration and the Human Relations Committee, the Board of School Directors of the Conrad Weiser Area School District:

Consent Agenda

- 1. RAG approves Colleen Irwin as the ESL Coordinator at an additional ESL Coordinator salary of \$750.00 for the 2016-17 school year.
- 2. EJS approves the appointment of Lindsay Estrada as head teacher at Weiser Decisions at an additional salary of \$500.00 for the 2016-17 school year.
- 3. JMH/ approves the appointment of the elementary Science Lab JCH Coordinators for the 2016-17 school year as follows:

East Elementary	Lisa Matthew	\$500.00
West Elementary	Diane Hettinger	\$500.00

Weiser Decisions

Head Teacher

Science Lab Coordinators 4. RGG approves secondary department chairpersons for the 2016-17 school year:

Teacher/Department	No. of Dept. Members	Salary
Sean Hackett Tech Ed/TV/Music/Art	7	\$745.00
Steven D. Heffner Communications	8	\$770.00
Diane Payne Foreign Language	4	\$720.00
Adam Sandoe Health/Phys. Ed./Safety Education	6	\$720.00
Arlan Dietrich Mathematics	7	\$745.00
Kristen Simons Pupil Services	10	\$820.00
Sandra Grajewski Science/Agriculture	9	\$795.00
Kenneth Bright Social Studies	7	\$745.00
Robert Dunmoyer Special Education	15	\$945.00
Lynne Angstadt Family	6	\$720.00

Department Chairs

Transfer GR 5-8 Rem Lang Arts

5. RAG approves the transfer of Megan Scott, certificated instructional aide to an academic year Temporary Professional Employee in the Conrad Weiser Area School District at a yearly salary of \$44,991.00 (B–Step 1) in accordance with the 2016-17 salary schedule.

Consumer/Business

Note:	Education Level: Undergraduate School:	Bachelors Lock Haven University
	Certification:	Instr I – English 7-12 & Mid- Level English & Language Arts 4-8
	Experience: Employment: Initial Assignment:	LTS and Cert Aide at CW August 22, 2016 Grade 5-8 Remedial Language Arts

This is a replacement for the contracted position held by Collin Quinn, (resigned).

6. RLR approves the employment of substitute support staff personnel for the 2016-17 school year at the rate of \$9.00/hour.

(Attachment A-2)

Substitute

FSW

Hours

West

Increase

LTS Grade 1

LTS Grade 5

Support Staff

- 7. RLR approves an increase in hours for Deborah Quaglia, Food Service Worker at the high school, from 6.5 hours/day to 7 hours/day, effective August 24, 2016.
- 8. RAG approves the employment of Bradley E. Hummel, 37 Steeple Drive, Robesonia, PA 19551, as a long-term substitute for Desiree Frantz, Grade 1 at West Elementary School, at a daily rate of \$238.05 in accordance with the 2016-17 salary schedule, effective August 24, 2016.

Education Level:	Bachelors
Undergraduate School:	Penn State University
Certification:	Instr. I – Grades PK-4
Experience:	Cert Aide at CW
Employment:	August 24, 2016
Initial Assignment:	LTS Grade 1 at West
	Certification: Experience:

Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

9. RLR approves the transfer of Amanda Tyson from a certificated instructional aide at West Elementary School to a long-term substitute for Laurie Ostimchuk, Grade 5 at the middle school, at a daily rate of \$238.05 in accordance with the 2016-17 salary schedule, effective August 24, 2016.

Note:	Education Level: Undergraduate School: Certification:	Bachelors Elizabethtown College Instr. I – Early childhood N-3 rd & Elem. K-6 th
	Experience: Employment: Initial Assignment:	LTS and Cert Aide at CW August 24, 2016 LTS Grade 5 at MS

Note: Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

10. RLR approves the employment of Carrie Mastruzzo, 449 Edison Street, Wernersville, PA 19565, as a long-term substitute for Rebecca Reed, certificated instructional aide at West Elementary School, at an hourly rate of \$10.15, effective August 24, 2016. 11. RLR approves the transfer of Lisa Oxenreider, Secretary to the Principal at West Elementary School to a long-term substitute for Courtney Zickler, School Counselor at the high school, at a daily rate of \$238.05 in accordance with the 2016-17 salary schedule, effective August 24, 2016.

	_ ,	
Note:	Education Level:	Masters
	Undergraduate School:	Kutztown University
	Certification:	ED Spec. I- Elem. & Sec.
		School Counselor PK-12
	Experience:	Secretary to the Principal at CW
	Employment:	August 24, 2016
	Initial Assignment:	LTS Counselor at HS

Note: Ms. Oxenreider has been granted two crossover days with Ms. Zickler. Should the regular employee return prior to the end of the leave, the long-term employment is terminated.

Discussion Agenda

1. RAG approves the following changes in the salary status of Professional Salary Adjustments Employees, effective August 24, 2016:

	From	То
Barbara Boland	M ⁺¹⁵ – Step 12 \$65,237.00	M ⁺³⁰ – Step 12 \$67,862.00
Sean Hackett	M ⁺³⁰ – Step 19 \$78,221.00	2 M – Step 19 \$80,161.00
John Holota	B ⁺²⁴ – Step 4 \$48,436.00	M – Step 4 \$51,411.00
Ryan Knarr	B – Step 2 \$45,775.00	B ⁺²⁴ – Step 2 \$46,869.00
John Siefert	B ⁺²⁴ – Step 7 \$51,570.00	M – Step 7 \$54,545.00
Gabrielle Smith	M ⁺¹⁵ – Step 13 \$66,645.00	M ⁺³⁰ – Step 13 \$69,271.00
Melissa Reider	B – Step 5 \$48,386.00	B ⁺²⁴ – Step 5 \$49,480.00

2. RAG approves an increase in the daily rate for substitute teachers from \$95.00 per day to \$105.00 per day for the 2016-17 school year.

Daily Rate Increase Certificated Aides/Substitu te Teachers

Note: \$95.00 per day has been the substitute teacher rate since the 2006-07 school year.

Transfer-Sec Prin West to LTS HS Couns 3. RAG approves the employment of substitute teachers for the 2016-17 school year at the rate of \$105.00 per day. (Attachment A-3) Certificated

Teachers

<u>Transfer –</u> Head

Cook/Café

PT HS Hybrid

Learning

<u>Resign –</u> School Board

Treasurer

School Board

Hire – PT Sp

Transfer -Cert

Aide to Gr 2 at

East

Ed at BCTC

Treasurer

Coach

Coord

te

Aides/Substitu

4. RLR approves the transfer of Denise M. Pirrotta from a Food Service Worker at the middle school to the Head Cook/Cafeteria Coordinator at Weiser Decisions with an hourly rate increase of \$.75 per hour, effective August 24, 2016.

Note: This is a new position.

- 5. RAG approves a Part-Time Hybrid Learning Coach at the high school to be paid out of the Ready to Learn Grant.
- 6. RLR accepts, with regret, the resignation of David A. Christensen, School Board Member and Treasurer, effective July 14, 2016.
- RAG elects Francis Kaczmarczyk as Treasurer of the Conrad Weiser Board of School Directors for the remainder of the one-year term from July 15, 2016 to June 30, 2017.

Note: this is to replace David A. Christensen, resigned.

- RLR approves Tiffany Smith as a tutor for a high school student for up to 5 hours per week, at a rate of \$25.00 per hour, not to exceed \$4500.00, for the 2016-17 school year.
- 9. RLR approves the employment of Stacy Kushner, 68 Crystal Ridge Road, Kutztown, PA 19530, as a part-time (4 ½ hours/day) academic year special education instructional aide at Berks Career and Technology Center at an hourly rate of \$10.15, effective August 24, 2016.

Note: This is a replacement for Angela Blaker (resigned).

10. RLR approves the transfer of Tiffany Lipsky from a part-time (4¼ hours/day) Food Service Worker at the high school to a fulltime (7 hours/day) Food Service Worker at the middle school at her current hourly rate, effective August 24, 2016.

Note: This is a replacement for Denise M. Pirrotta (transferred).

 RLR approves the transfer of Mary Hartranft from a certificated instructional aide to a long-term substitute for Krista Schoener, Grade 2 at East Elementary School, at a daily rate of \$238.05 in accordance with the 2016-17 salary schedule, effective August 24, 2016. Note: Education Level: Bachelors

		Undergraduate School:Albright ColCertification:Instr. I – GrExperience:Cert Aide atEmployment:August 24,Initial Assignment:LTS GradeNote:Should the regular employee reof the leave, the long-term employmer	ades PK-4 t CW 2016 2 at East turn prior to the end
12.	RAG	approves the employment of Heather Dunsky, Womelsdorf, PA 19567, as a long-term subs Zerbe, Grade 4 at East Elementary School \$238.05 in accordance with the 2016-17 salar August 24, 2016.	stitute for Samantha ^{East} , at a daily rate of
		Note:Education Level:BachelorsUndergraduate School:Alvernia UnCertification:Instr. I – EleExperience:Substitute TEmployment:August 24, 1Initial Assignment:LTS Grade	ementary K-6 Feacher 2016
		Note: Should the regular employee ret of the leave, the long-term employmer	
13.	RAG	approves tuition reimbursement for faculty.	Tuition Reim
		(Attac	hment A-4)
14.	EJB	approves the following mentor for the 2016-1 additional salary of \$500.00 (or \$250.00 per se	
		Mentor Protégé Vincent Natale Megan Scott	
15.	RAG	rescinds the employment of Erica Dickson, 32 Road, Fogelsville, PA 18051, as a long-tern Sarah McGrory, music teacher at West Elemen daily rate of \$238.05 in accordance with the schedule, effective approximately August 24, 20	m substitute for <u>Music</u> tary School, at a 2016-17 salary
		Note: Education Level: Bachelors Undergraduate School: West Cheste Certification: Instructional	er University I Music PK-12
		Information Items	
1.	RAG/ RLR	The following changes in assignments and/or changes will occur at the beginning of the 2016	

-12-08/17/16 Learning Support Teacher to Grade 4 at East Elementary School beginning in the 2016-17 school year to replace Nate Ottaviani (transferred).

- Beth Snyder will transfer from Part-time Food Service Worker at Weiser Decisions to Part-time Food Service Worker at East Elementary School beginning in the 2016-17 school year to replace Jessica Graul (resigned).
- Alice Weidner-Breslin will transfer from Gifted Support Teacher to Special Education Learning Support Teacher at East Elementary School beginning in the 2016-17 school year to replace Casey Troutman (transferred).
- Tabitha Britton will transfer from Special Education Instructional Aide from East Elementary School to the Middle School beginning in the 2016-17 school year to replace Amanda Pacheco (transferred).

POLICY

SUPERINTENDENT'S REPORT

ADMINISTRATION REPORTS

A.	Enrollment (Attachment			
В.	Assistant Superintendent	(Attachment AS-1)		
C.	Director of Business	(Attachment Ca-1)		
	1. Director of Food Services (none this month)	(Attachment Cb-1)		
	2. Director of Facilities	(Attachment Cc-1)		
D.	West Elementary Principal	(Attachment El-1)		
E.	East Elementary Principal	(Attachment EI-2)		
F.	High School Principal	(Attachment HS-1)		
	 Assistant High School Principal (none this month) 	(Attachment HS-2)		
	 Assistant High School Principal (none this month) 	(Attachment HS-3)		
G.	Middle School Principal	(Attachment MS-1)		
	1. Assistant Middle School Principal (none this month)	(Attachment MS-2)		

Policy

Supt Report

Adm Reports

Н.	Director of Special Education	(Attachment Sp-1)
I.	Director of Athletics	(Attachment DA-1)
J.	Director of Technology	(Attachment T-1)

Calendar of Events

Monday/ Tuesday	08/22/16 08/23/16	New Teacher Orientation	
Wednesday	08/24/16	Opening Day In-service (K-12)	
Thursday	08/25/16	In-service Day (K-12)	
Monday	08/29/16	First day of school for students	
Friday	09/02/16	No School (K-12) – Labor Day Weekend	
Monday	09/05/16	No School (K-12) – Labor Day	
Wednesday	09/07/16	Board Committee meetings –	
		Curriculum Committee, Facilities/Property Committee and Extra-Curricular Committee	7:00 p.m.
		Budget & Finance Committee and Human Relations Committee	7:30 p.m.