



TOWNSHIP OF PEQUANNOCK  
BOARD OF EDUCATION

REGULAR MEETING MINUTES  
OCTOBER 21, 2019

**CALL TO ORDER**

The October 21, 2019 Meeting of the Board of Education, Township of Pequannock, County of Morris, was called to order in the Pequannock Township High School Auditorium, 85 Sunset Road, Pompton Plains, NJ 07444, at 7:02 pm by Joseph Blumert, Board President. The following statement of compliance with the Open Public Meetings Act was read:

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this meeting has been properly advertised in the Daily Record and the Suburban Trends, its agenda has been posted at the appropriate locations, and a copy has been filed with the Pequannock Township Clerk.

**ROLL CALL**

PRESENT:                    Mr. Joseph Blumert            Mr. Sam Ciresi                Ms. Megan Dempsey  
                                 Mrs. Tiffany Osmanski        Mr. Richard Prezioso       Mrs. Cara Shenton  
                                 Dr. Richard Thumann        Mr. Tom Salerno              Mr. Leonard Smith

ALSO PRESENT:            Michael Portas, Superintendent  
                                 James Olobardi, Interim School Business Administrator/Board Secretary  
                                 Martin J. Malague, Esq., Board Attorney

The official minutes of the Pequannock Township Board of Education will indicate that Mr. Leonard Smith abstains from voting on any resolution regarding the Superintendent and any employee who directly or indirectly supervises Mr. Smith's family member who serves as the basis for this conflict as well as any resolution that concerns any aspect of the terms and conditions of employment of Mr. Smith's family member.

**FLAG SALUTE**

Board President Report – Joseph Blumert

- Commented that the new candidates will make fantastic additions to the staff.
- Announced that the Board members who are attending the NJSBA Workshop will have the opportunity to attend classes and network.

Superintendent Report - Michael Portas

- Welcomed the new staff.

Student Representative Report - Kara Gilliam

- Reported on the following activities taking place at PTHS: Pep Rally, Student Council fundraiser, Snack Stand sales, FBLA Krispy Kreme fundraiser, FBLA meeting is October 30, Acapella video for ICHSA, Spring Musical is "The Drowsy Chaperone," Homecoming, Four Years and Beyond.

**OPEN TO PUBLIC AGENDA ITEMS ONLY**

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any agenda item during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President. Please state your name and sign in before you begin.

- Ann Marie Finnen, PTEA President and Music Teacher, thanked the Board and welcomed the new candidates.
- Rich Hayzler, PTHS Principal and PTPSA Vice President, commented on the two outstanding candidates and welcomed them both.
- Melissa Stelmasik, PV HSA President, is thankful that Mr. Seborowski is the next PV Principal. She thanked the Board for appointing Mrs. Stager.

**APPROVAL OF MINUTES**

October 7, 2019

Motion by: Thumann	Second by: Shenton	Roll Call Vote: 9-0-0
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**APPROVAL OF ACTION ITEMS**

**PERSONNEL, MANAGEMENT, AND COMMUNITY RELATIONS**

Mrs. Cara Shenton, Chair

- PMC-70-20 Accept Resignations - 2019-2020 School Year
- PMC-71-20 Approval to Rescind Appointment- 2019-2020 School Year (PMC-68-20)
- PMC-72-20 Approval of Principal Appointments - 2019-2020 School Year
- PMC-73-20 Approval of Interscholastic Sports Stipend Positions - 2019-2020 School Year
- PMC-74-20 Approval of Extra-Curricular Stipend Positions - 2019-2020 School Year

**RESOLUTION NO. PMC-70-20**

**ACCEPT RESIGNATIONS - 2019-2020 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, accepts the following resignation:

NAME	ASSIGNMENT	EFFECTIVE DATE
Koehler, Tina	.7 Special Education Aide North Boulevard Elementary School	11/8/2019
Saginario, Heather	.7 Special Education Aide Hillview Elementary School	11/15/2019

Motion by: Shenton	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-71-20**

**APPROVAL TO RESCIND APPOINTMENT - 2019-2020 SCHOOL YEAR (PMC-68-20)**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves to rescind the appointments of the following personnel:

NAME	POSITION	EFFECTIVE DATES	SALARY
Larranaga, John	Track & Field Coach Pequannock Valley Middle School	10/8/2019-6/30/2020 Spring Season	Step 1, \$3,527

Motion by: Shenton	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-72-20**

**APPROVAL OF PRINCIPAL APPOINTMENTS - 2019-2020 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointments of the following personnel in the Pequannock Township School District, pending full satisfaction of requisite New Jersey Department of Education and District employment criteria and results from post-offer physical and drug-test as per Policies 3160 & 4160:

NAME	POSITION	EFFECTIVE DATES	SALARY
Stager, Allison	Principal Hillview Elementary School	1/2/2020-6/30/2020	\$132,997 (prorated)
Seborowski, John	Principal Pequannock Valley Middle School	10/22/2019-6/30/2020	\$127,524 (prorated)

Motion by: Shenton	Second by: Ciresi	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-73-20**

**APPROVAL OF INTERSCHOLASTIC SPORTS STIPEND POSITIONS - 2019-2020 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following district personnel as coaches/volunteers for the 2019-2020 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. (Salaries & Guide placement represent 2016-2019 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

NAME	ASSIGNMENT	EFFECTIVE DATES	STIPEND
Larranaga, John	Assistant Baseball Coach Pequannock Township High School	11/1/2019-6/30/2020 Spring Season	Step 1, \$4,648
McCabe, Ryan	Track & Field Coach Pequannock Valley Middle School	10/8/2019-6/30/2020 Spring Season	Step M, \$5,326
Larranaga, John	Volunteer-Boys Basketball Coach Pequannock Valley Middle School	11/1/2019-6/30/2020 Winter Season	N/A

Motion by: Shenton	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. PMC-74-20**

**APPROVAL OF EXTRA-CURRICULAR STIPEND POSITIONS - 2019-2020 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following stipends for the 2019-2020 school year, as per the Negotiated Agreement between the Pequannock Township Board of Education and the Pequannock Township Education Association. (Salaries & Guide placement represent 2016-2019 collective bargaining agreement, pending completion of the successor collective bargaining agreement.)

**Pequannock Township High School**

NAME	ASSIGNMENT	STIPEND
Wenzel, Brian	Student Council Co-Advisor (PMC-232-19)	\$1,899
Moore, Katherine	Student Council Co-Advisor	\$1,899

Motion by: Shenton	Second by: Dempsey	Roll Call Vote: 9-0-0
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**CURRICULUM, INSTRUCTION AND SPECIAL SERVICES**

**Mr. Richard Prezioso, Chair**

- CIS-40-20 Approval of Workshop/Conference Attendance and Reimbursement of Related Travel Expenses
- CIS-41-20 Approval of Student Field Trips
- CIS-42-20 Approval of Out-of-State Student Field Trips
- CIS-43-20 Approval of District Mentor for the 2019-2020 School Year
- CIS-44-20 Approval of Title I Tutoring Facilitators

**RESOLUTION NO. CIS-40-20**

**APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES (CIS-26-20)**

**WHEREAS**, the attendance at stated functions was previously approved by the Superintendent of Schools, as work related and within the scope of the work responsibilities of the attendees and the school district’s professional development plan; and

**WHEREAS**, the attendance at the functions was approved as promoting delivery of instruction or furthering efficient operation of the school district and is deemed fiscally prudent, and

**WHEREAS**, the travel and related expenses particular to attendance at these functions will be in compliance with state travel payment guidelines established by the Department of Treasury and the Federal Office of Management and Budget;

**THEREFORE BE IT RESOLVED**, upon the recommendation of the Interim Superintendent, that the Pequannock Township Board of Education approves these attendances; and

**THEREFORE, BE IT FURTHER RESOLVED**, that the reimbursement of the related travel expenses shall be in accordance with the above-mentioned guidelines. These are “not-to-exceed” amounts:

DATE(S)	EMPLOYEE/ BOARD MEMBER	CONFERENCE/ WORKSHOP LOCATION	REGISTRA- TION	TRAVEL	SUB COST	ESTIMATED TOTAL EXPENSE
10/29/19	G. Worath	Braille Learners New Brunswick	\$-0-	\$35.63	\$134.00	\$170.63
11/15/19	C. Thomas	Lucy Calkins Conf. Somerset	\$185.00	\$-0-	n/a	\$185.00
12/9, 12/10/19	K. Meyerson	NJASI Fall Conference East Brunswick	\$200.00	\$48.60	\$268.00	\$516.60
12/4/19	B. Careri	Health Science Careers, Rutgers	\$-0-	\$35.00	\$134.00	\$169.00
12/4/19	A.Valverde	Health Science Careers, Rutgers	\$-0-	\$35.00	\$134.00	\$169.00
12/4/19	N. Lazar	Health Science Careers, Rutgers	\$-0-	\$35.00	\$134.00	\$169.00
12/4/19	K. Mallet	Health Science Careers, Rutgers	\$-0-	\$35.00	n/a	\$35.00

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 9-0-0
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**RESOLUTION NO. CIS-41-20**  
**APPROVAL OF STUDENT FIELD TRIPS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following student field trips:

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
10/25/19	Woodland Lake Park, Pequannock	L.A.Brensinger G. Rodriguez	PTHS/-/20	Writing for Publication	\$-0-	\$268.00 Substitutes
11/20, 11/21/19	Pequannock Valley School	E. Honig	PTHS/-/20	Marketing II Vaping Presentation	\$-0-	\$268 Substitute
11/27/19	Pequannock Valley School	A.Streifer	PTHS/-/60	Marching Band Recruitment	\$-0-	\$134.00 Substitute

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 9-0-0
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**RESOLUTION NO. CIS-42-20**  
**APPROVAL OF OUT-OF-STATE STUDENT FIELD TRIPS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the following out-of-state student field trips:

DATE	DESTINATION	PERSON IN CHARGE	SCHOOL/ GRADE/ # STUDENTS	PURPOSE	COST TO STUDENT	COST TO DISTRICT
11/3/19	J. Birney Crum Stadium Allentown, PA	A.Streifer	PTHS & PV/- /68	Marching Band National Championship	\$-0-	Transportation
5/28/20 CIS-09-20	Pocono Valley Resort, PA	M. Zummo A.Torrisi	PV/8/145	8th Grade Class Trip	\$85.00	N/A

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 9-0-0
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**RESOLUTION NO. CIS-43-20**  
**APPROVAL OF DISTRICT MENTOR FOR THE 2019-2020 SCHOOL YEAR**

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following teacher as part of the New Staff and/or Novice Provisional Teacher Program and mentor as assigned for the 2019-2020 school year.

<u>MENTEE</u>	<u>TYPE/CERTIFICATE</u>	<u>MENTOR</u>	<u>SCHOOL</u>
<b><u>No Fees Apply:</u></b>			
Dora Brewster	Informal	L. Scangarello	NB

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 9-0-0
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**RESOLUTION NO. CIS-44-20**  
**APPROVAL OF TITLE I TUTORING FACILITATORS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves Title I Tutoring Facilitators for the 2019-2020 school year to take place at Pequannock Township High School, Pequannock Valley School, Hillview School, and S.J. Gerace School before or after regular school hours, at \$30 per 30 minute session or \$90 per 90 minute evening session for Language Arts and Math. Funding for this program is provided through Elementary and Secondary Schools Act (ESEA) Title I funds.

<b><u>NAMES:</u></b>		
J. Dornisch	K. Schreck	N. Majumder

Motion by: Prezioso	Second by: Shenton	Roll Call Vote: 9-0-0
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**FINANCE, FACILITIES, AND ATHLETICS**

**Dr. Richard Thumann, Chair**

Dr. Thumann thanked the donor for her generosity.

- FFA-38-20      Transfer of Funds for August 2019
- FFA-39-20      Payment of Bills - October 8, 2019 to October 21, 2019
- FFA-40-20      Approval of Financial Reports/Monthly Certification for July 2019
- FFA-41-20      Approval of Financial Reports/Monthly Certification for August 2019
- FFA-42-20      Monthly Reports from Schools and Programs for July 2019
- FFA-43-20      Monthly Reports from Schools and Programs for August 2019
- FFA-44-20      Approval to Accept Donations to the Pequannock Township School District
- FFA-45-20      Declaration of Obsolete Equipment
- FFA-46-20      Approval of 2019-2020 Comprehensive Maintenance Plan Report and Annual Maintenance Budget Worksheet (Form M-1)
- FFA-47-20      Approval to Accept and Submit School Bus Emergency Evacuation Drill Reports

**RESOLUTION NO. FFA-38-20**  
**TRANSFER OF FUNDS FOR AUGUST 2019**

RESOLVED, that the Board of Education approves the transfer of funds within the 2019-2020 budget from August 1, 2019 through August 31, 2019 in accordance with the attached list, which shall become a part of the record.

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-39-20**  
**PAYMENT OF BILLS – OCTOBER 8, 2019 TO OCTOBER 21, 2019**

RESOLVED, that the Board of Education approves the Bills List, from October 8, 2019 to October 21, 2019, submitted by the Interim School Business Administrator/Board Secretary, as attached:

FUND	AMOUNT
General      Funds 10, 20, 40	\$2,056,955.96
Capital Projects Fund 30	\$22,000.00
Food Service      Fund 6x	\$44,432.58

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-40-20**  
**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR JULY 2019**

RESOLVED, that the Board of Education approves the attached Board Secretary’s and Treasurer’s Monthly Financial Reports for July 2019.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of July 2019, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it



RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of July 2019, the Board Secretary's Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-41-20**  
**APPROVAL OF FINANCIAL REPORTS/MONTHLY CERTIFICATION FOR AUGUST 2019**

RESOLVED, that the Board of Education approves the attached Board Secretary's and Treasurer's Monthly Financial Reports for August 2019.

RESOLVED, pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Board Secretary does certify that as of August 2019, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1; therefore be it

RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(c) 4, the Board of Education does certify that as of August 2019, the Board Secretary's Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-42-20**  
**MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR JULY 2019**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of July 2019 for the High School Activities Account, the High School Interscholastic Athletic Account, and the Pequannock Valley School Student Activities Account.

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-43-20**  
**MONTHLY REPORTS FROM SCHOOLS AND PROGRAMS FOR AUGUST 2019**

RESOLVED, that the Board of Education acknowledges receipt of financial reports for the month of August 2019 for the High School Activities Account, the High School Interscholastic Athletic Account, and the Pequannock Valley School Student Activities Account.

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-44-20**  
**APPROVAL TO ACCEPT DONATIONS TO THE PEQUANNOCK TOWNSHIP SCHOOL DISTRICT**

RESOLVED, that the Board of Education, in accordance with Policy 7230 and upon recommendation of the Superintendent, accepts the following donations to the Pequannock Township School District.

DONATION	TO	DONATED BY
\$100	Courtney Rankin Scholarship Fund	Honor M. Connell

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-45-20**  
**DECLARATION OF OBSOLETE EQUIPMENT**

RESOLVED, that the Board of Education authorizes the Interim School Business Administrator/Board Secretary, to declare the following items to be obsolete and will dispose of them as deemed appropriate. (Attachment)

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-46-20**  
**APPROVAL OF 2019-2020 COMPREHENSIVE MAINTENANCE PLAN REPORT AND ANNUAL MAINTENANCE BUDGET WORKSHEET (FORM M-1)**

RESOLVED, that the Board of Education certifies that the district's required maintenance activities are reasonable to keep its school facilities open and safe for use; and approves the submission of the Comprehensive Maintenance Plan Report for the years 2017-2018 through 2019-2020 and Annual Maintenance Budget Worksheet (Form M-1) as per attachments.

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**RESOLUTION NO. FFA-47-20**  
**APPROVAL TO ACCEPT AND SUBMIT SCHOOL BUS EMERGENCY EVACUATION DRILL REPORTS**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent and Interim School Business Administrator, approves to accept and submit the school bus emergency evacuation drill reports as per attached.

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0
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**POLICY**

**Ms. Megan Dempsey, Chair**

P-04-20 Approval of New and Revised Board Policies and Regulations for Second Reading and Adoption

**RESOLUTION NO. P-04-20**

**APPROVAL OF NEW AND REVISED BOARD POLICIES AND REGULATIONS FOR SECOND READING AND ADOPTION**

RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approves the new and revised Board policies and regulations as listed for second reading and adoption:

<b>MANUAL SECTION</b>	<b>POLICY/REGULATION(R)</b>
<i>Bylaws</i>	0155 - Board Committee
	0164 - Conduct of Board Meetings
<i>Teaching Staff Member</i>	3159 - Teaching Staff Member/School District Reporting Responsibilities
	3218 & 3218R - Use, Possession, or Distribution of Substances
<i>Support Staff Member</i>	4218 & 4218R - Use, Possession, or Distribution of Substances
<i>Students</i>	5517 - School District Issued Student Identification Cards
<i>Finances</i>	6112 & 6112R - Reimbursement of Federal and Other Grant Expenditures
<i>Property</i>	7440 & 7440R - School District Security
<i>Operations</i>	8600 & 8600R - Student Transportation
	8630 - Bus Driver/Bus Aide Responsibility
	8630R - Emergency School Bus Procedures
	8670 - Transportation of Special Needs Students

Motion by: Dempsey	Second by: Salerno	Roll Call Vote: 9-0-0
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**OPEN TO PUBLIC ANY TOPIC**

Members of the public may speak once for a maximum period of five minutes by the clock during this portion of the meeting. The public may speak on any topic during their five minutes. If a member of the public raises a question, all questions should be directed to the Board President. Please state your name and sign in before you begin.

- Ann Marie Finnen, PTEA President, announced two upcoming events: the PTEA is partnering with local public libraries for the “Walking to Listen” event being held at the First Reformed Church on October 24; SJG will hold a Veteran’s Day concert and reception. Mrs. Finnen is concerned that the Insight presence is doing a disservice to the neediest students.
- Rich Hayzler, PTHS Principal, reported that he and Mr. Portas presented at the NJPSA Fall Conference with the topic “Teachnology.”

**OLD BUSINESS**

Mr. Salerno commented that he is excited to see the new meeting structure being set up. He thanked Mrs. Dempsey for her input. Mr. Blumert explained the workshop/regular meeting schedule to the public. Mr. Ciresi and Mr. Salerno commented that they shared an article regarding school start times.

**NEW BUSINESS**

Dr. Thumann announced that the Pequannock Township Education Foundation is looking for volunteers.

**CONSIDERATION OF EXECUTIVE SESSION**

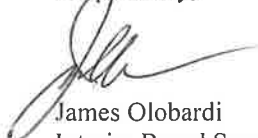
RESOLVED, that in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L., the Board has the authority to adjourn to closed session to discuss matters pertaining to student matters. Said matters will be made public upon their disposition. No action will be taken.

Motion by: Ciresi	Second by: Thumann	Roll Call Vote: 9-0-0	Time: 7:35 pm
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**ADJOURNMENT OF PUBLIC MEETING**

Motion by: Thumann	Second by: Dempsey	Roll Call Vote: 9-0-0	Time: 8:30 pm
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Respectfully,



James Olobardi  
Interim Board Secretary

**FUTURE PUBLIC BOARD MEETINGS**

November 11, 2019	Workshop Meeting	PTHS	7:00 pm
November 25, 2019	Regular Business Meeting	PTHS	7:00 pm