

**REGULAR MEETING
JUNE 22, 2021
AGENDA**

*A regular meeting of the Chester Board of Education will be held on
June 22, 2021 at 7:00 p.m. in the Chester Borough Courtroom,
50 North Road, Chester, NJ 07930*

1. Call To Order

2. Sunshine Announcement

Be advised that this meeting is being held in accordance with the Open Public Meetings Act, Chapter 231 P.L. 1975 (Sunshine Law) and that adequate notice of the date, time and location has been sent to the Daily Record and has been posted and filed with the Chester Township and Chester Borough Clerks. The annual meeting calendar has also been sent to each District school and the Chester Post Office. Additionally, the agenda has been posted on the District website prior to the Board meeting.

3. Roll Call

Amy Collins		Heather Ronco		
Carolyn Kleppe-Collins		Mike Tomasco		
Rebekah Forlenza		Billy Webster		
Sara Kalashian		Kerri Wright		
Christopher Lowry		Quorum	Y	N

4. Pledge of Allegiance

5. Administration- Dr. Christina VanWoert and Tanya Dawson

5a. Superintendent's Report

5b. Business Administrator's Report

6. President's Comments

7. Presentations:

● **ARP ESSER-** Safe Return to School Plan

● **Public Hearing on HIB** - Pursuant to N.J.S.A. 18A:17-46, the Superintendent will report to the Board of Education all acts of Harassment, Intimidation, or Bullying (HIB) which occurred during the previous reporting period, January 2021 through June 2021.

8. Public Commentary

Please be aware that this portion is your opportunity to comment, and is not a

CHESTER BOARD OF EDUCATION

forum for the Board to respond to your comments. However, the Board will certainly give all comments appropriate consideration.

When permitted, public participation shall be governed by the following rules under Policy 9325.2:

- 1. Anyone wishing to speak before the Board shall indicate so during the Public Commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is granted, each speaker should be limited to 3 minutes.*
- 2. Speakers may offer such objective criticisms of school operations and programs as concern them. But in public session, the Board will not hear concerns about the specific school personnel or any person connected with the school system. Other channels provide the Board consideration and disposition of such matters involving individuals.*
- 3. The Board vests in its President or other presiding officer authority to terminate the remarks of any individual when they do not adhere to the rules established above.*

9. Approval of Minutes

9a. Approves Regular Meeting Minutes from June 1, 2021

RESOLVED, that the Chester Board of Education approves the Regular meeting minutes of the meeting held on June 1, 2021.

9b. Approves Regular Meeting Executive Minutes from June 1, 2021

RESOLVED, that the Chester Board of Education approves the Regular meeting Executive minutes of the meeting held on June 1, 2021.

9c. Approves Board Retreat Meeting Minutes from May 26, 2021

RESOLVED, that the Chester Board of Education approves the Board Retreat meeting minutes of the meeting held on May 26, 2021.

Motion by_____

Seconded by_____

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

10. Committee of The Whole—All.

10a. Approves Public Hearing and Report on HIB

RESOVLED, that pursuant to N.J.S.A. 18A:37-13 through 17 and N.J.S.A. 2C:16-1, the Chester Board of Education approves the Public Hearing and Report on Harassment, Intimidation and Bullying for the Chester School District.

10b. Approves HIB Grades

RESOVLED, that pursuant to N.J.S.A. 18A:37-13 through 17 and N.J.S.A. 2C:16-1, the Chester Board of Education approves the 2020-2021 HIB grades for the Chester School District.

CHESTER BOARD OF EDUCATION

10c. Approves Safe Return to School Plan

RESOLVED, that the Chester Board of Education approves the Chester School District Safe Return to School Plan.

Motion by_____

Seconded by_____

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

11. Buildings, Grounds, Transportation/Finance—*Amy Collins, Rebekah Forlenza, Sara Kalashian and Chris Lowry*

11a. Approves Bills List

RESOLVED, that upon the recommendation of the School Business Administrator, the Chester Board of Education approves payment of the bills list as approved by the Finance Committee.

Bills List	Totals
Payroll 6-15-2021	\$712,574.56
Payroll 6-16-2021 (final 10 month employees)	\$478,865.37
Bills List 6-22-2021	\$563,501.33

11b. Approves Monthly Appropriation Transfers for May 2021

RESOLVED, that the Chester Board of Education approves the following transfers within the 2020-2021 budget for the month of May 2021 in compliance with N.J.A.C. 6A:23A-16.10 (c) 1.; a copy of which is available for public review in the Chester Board of Education Business Office.

11c. Approves Monthly Transfer Report for May 2021

RESOLVED, that pursuant to N.J.A.C. 6A:23A-13.3, the Chester Board of Education approves the Monthly Report of Transfers for April 2021; a copy of which is available for public review in the Chester Board of Education Business Office.

11d. Approves Board Secretary Report for May 2021

RESOLVED, that pursuant to N.J.S.A. 18A:17-9 and N.J.A.C. 6A:23A-16.2(h), the Chester Board of Education approves the Report of the Board Secretary for May 2021; a copy of which is available for public review in the Chester Board of Education Business Office.

11e. Approves Board Treasurer Report for May 2021

RESOLVED, that pursuant to N.J.S.A. 18A:17-36, the Chester Board of Education approves the Report of the Treasurer of School Monies for May 2021; a copy of which is available for public review in the Chester Board of Education Business Office.

11f. Approves Certification of Secretary and Treasurer Report for May 2021

RESOLVED, that pursuant to N.J.A.C. 6A:23-16.10 (c) 3, the Board Secretary does certify that no line item account has encumbrances and expenditures which in total exceed the line item appropriation; and

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Chester Board of Education has reviewed for the minutes of this meeting the Board Secretary and Treasurer's monthly financial report for May 2021 and that no major account or fund has been over-expended

11g. Approves OMB Mileage Rate

Resolved, the Chester Board of Education approves the rate of reimbursement for mileage allowed for employees traveling by personal automobile on official business established through budget language in the state's Annual Appropriations Act each year. The rate for FY22 is \$.35/mile which is the same rate as FY21.

11h. Approves Travel Requests

RESOLVED, that pursuant to N.J.S.A. 18A:11-1 and N.J.A.C.6A:23A and Board Policy 9250 and upon the recommendation of the Superintendent, the Chester Board of Education approves the following travel requests:

Date	<u>Employee</u> Conference/Workshop	Registration- Tuition	Travel Misc.	Estimated Total Expense
8/24/21- 8/26/21	Tanya Dawson Affirmative Action Officer Certificate Program	\$500	Online	\$500

11i. Approves Joint Transportation Agreement for the 2021-2022 School Year

WHEREAS, N.J.S.A. 18A:39-11 provides that the Boards of Education of two or more school districts may provide jointly for the transportation of pupils to and from any school or schools within or without the district, and

RESOLVED, in order to accomplish the above purposes, **Mendham School District** and Chester School District are desirous of entering into this non-profit agreement for the transportation of pupils jointly in accordance with the laws of the State of New Jersey, the rules and regulations of the State Board of Education governing the transportation of pupils.

11j. Approves Camp Achieve Van Routes

RESOLVED, that pursuant to N.J.A.C. 6:21-13.1 et seq. and Board of Education Policy 3541.1 and 3541.33, the Chester Board of Education approves the 2021 Camp Achieve van routes, a copy of which is on file in the Business Office.

11k. Approves Bus Evacuation Drills

RESOLVED, that pursuant to N.J.A.C. 6A:27-11.2, the Chester Board of Education documents that the following bus evacuation drills were held:

CHESTER BOARD OF EDUCATION

1. At Black River Middle School, on May 13, 2021 at 2:25 p.m. in the front parking lot for bus routes 1-11 and vans 5, 7 and 8 by Principal Andrew White.

2. At Dickerson and Bragg Schools on May 13, 2021 at 3:20 p.m. in the bus pickup/drop-off loop behind the schools for bus routes 1-15 and vans 5, 7 and 8 by Principals Melissa Fair and Michele Stanton.

11l. Approves Out of District Placement

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following out-of-district placement for the ESY/RSY 2021-2022 school year

Student #	School Placement	Tuition Rate
19831	Somerset Hills Learning Center	\$ 102,574.80 (SY) \$ 17,095.80 (ESY)

11m. Approves Nursing Services

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Bayada Home Health Care to provide nursing services to student #20496 at \$62.00 an hour for up to 6 hours a day for the 2021-2022 school year effective July 6, 2021.

11n. Approves Hospital Instruction

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves St. Clare's to provide hospital instruction to student # 18819 at \$55.00 an hour effective 5/8/2021 for up to 5 hours a week for the remainder of the 2021-2022 school year.

11o. Approves BCBA for Camp Achieve

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Kathleen Llano as a Board Certified Behavior Consultant (BCBA) for up to 6 hours a week at \$120 an hour for the Camp Achieve summer program from July 6, 2021 through August 9, 2021

11p. Approves Out-of-District Students and Tuition Rates

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following tuition rates for out of district students to attend Chester School District Camp Achieve/ESY and/or 2021-2022 school year:

Student #	District	Tuition Rate
19947	New Providence	\$ 6,226 (ESY) \$ 62,235 (2021-2022 SY)

CHESTER BOARD OF EDUCATION

20379	Mendham Township	\$ 6,148 (ESY) \$ 60,485 (2021-2022 SY)
20683	Mendham Boro (Preschool)	\$2,400 (ESY 2021)

11q. Approves Physical Therapy (Detore)

RESOLVED, that the Chester Board of Education approves Dr. Donna Detore to provide physical therapy services at an hourly rate of \$95 for 11.5 hours weekly for a total cost of up to \$39,330 for the 2021-2022 school year.

11r. Approves Morris County Educational Services

RESOLVED, that the Chester Board of Education approves Morris County Educational Services to provide occupational therapy services at an hourly rate of \$107 for 14 hours weekly for a total cost of up to \$53,928 for the 2021-2022 school year.

11s. Approves Music Therapy Services for 2021-2022 School Year

RESOLVED, that the Chester Board of Education approves Jammin' Jen Music Therapy to provide music therapy services at \$490 per week for a total of \$17,640 for the 2021-2022 school year.

11t. Approves BRMS Fall Sports Travel Schedule

RESOLVED, that the Chester Board of Education approves the Black River Middle School 2021-2022 Fall Sports travel schedule, a copy of which is available for public review in the Chester Board of Education Business Office.

11u. Approves Payroll Services Consultant

Resolved the Chester Board of Education approves Christine MacDonald as a consultant to provide payroll services on an as needed basis from June 23, 2021 through June 30, 2021 for an amount not to exceed \$1,000.

11v. Approves Payroll Services Consultant

Resolved the Chester Board of Education approves Christine MacDonald as a consultant to provide payroll services and training on an as needed basis for the 2021-22 school year at an amount not to exceed \$6,000.

11w. Approves Year-End Deposit to Capital Reserve

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Chester Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve Account at year end; and

CHESTER BOARD OF EDUCATION

WHEREAS, the Chester Board of Education has determined an amount not to exceed \$1,500,000 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

11x. Approves Year-End Deposit to Maintenance Reserve

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess fund balances to maintenance reserve accounts during the month of June by board resolution; and

WHEREAS, the Chester Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve Account at year end; and

WHEREAS, the Chester Board of Education has determined that a final unreserved balance to be determined by the auditor will be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED, that the Chester Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations to the maximum amount allowed for the Maintenance Reserve Account.

11y. Authorizes Payment of Summer Bills

RESOLVED, that the Chester Board of Education authorizes the Business Administrator/Board Secretary to pay bills and make necessary transfers during June through August 2021 with advice and consent of the Finance Committee; these bills to be approved at the next regularly scheduled Board of Education meeting.

11z. Approves Shared Services Agreement with Education Services Commission

RESOLVED, that the Chester Board of Education approves the 2021-2022 shared services agreement for the bidding and purchasing program with Education Services Commission of Morris County

Motion by_____

Seconded by_____

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

12. Curriculum/Governance/Personnel— Heather Ronco and Mike Tomasco

12a. Amends Maternity Leave (Emp. #1254)

Resolved: that the Board of Education amends the following maternity leave of absence for employee # 1254:

CHESTER BOARD OF EDUCATION

	From	To
Leave (Start Date)	2/1/2021	2/1/2021
Accumulated Sick Days (Applied)	17	17
FMLA/NJFLI Start Date (unpaid with benefits)	4/26/2021	4/26/2021
Date of Return (Anticipated)	8/2021	9/20/2021

12b. Approves Team Leader (Castro)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Jerry Castro as a Team Leader at Bragg School for the 2020-2021 school year with a stipend as determined by Schedule “B” of the Agreement between The Chester Board of Education and The Chester Education Association:

Bragg School Team Leader	Grade
Kelly Tompkins and Jerry Castro (Split)	Related Arts

12c. Amends Resolution (12r.) from April 13, 2021 Meeting

RESOLVED, that the Chester Board of Education, amends **Resolution (12r.)** from the April 13, 2021 meeting to change the Drama Club **to** the Variety Show and Kathleen Vespignani as Assistant Advisor **to** Head Advisor to conduct board-approved extra-curricular activities for the 2020-2021 school year with stipends as determined by Schedule “B” of the Agreement between the Chester Board of Education and The Chester Education Association:

From:

BRMS Club	Head Advisor	Assistant Advisor
Drama Club (2)	Doreen Aiello	Kathleen Vespignani

To:

BRMS Club	Head Advisors
Variety Show (2)	Doreen Aiello, Kathleen Vespignani

12d. Approves Integrated Preschool Teacher (Madinabeitia)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Liz Madinabeitia as an Integrated Preschool Teacher at Dickerson School for the 2021-2022 school year, Step 14 MA at an annual salary of \$67,235.00 with benefits.

12e. Approves Integrated Preschool Teacher (Nealon)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Courtney Nealon as an Integrated Preschool Teacher at Dickerson School for the 2021-2022 school year, Step 1 BA at an annual salary of \$52,335.00 with benefits.

12f. Approves Special Education Teacher (Ingber)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves Emily Ingber as a Special Education Teacher for the 2021-2022 school year, Step 10-11 MA +30 at an annual salary of \$66,260.00 with benefits.

12g. Approves Camp Achieve/Camp Success Teacher

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teacher for the Camp Achieve/Camp Success summer program from July 6, 2021 through August 9, 2021 (includes two prep days) for up to 4.5 hours daily at the professional rate of \$62 for up to a total amount of:

Teacher	Total
Kelly Oakes	\$6,138

12h. Approves Camp Achieve/Camp Success Paraprofessional

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following paraprofessional for the Camp Achieve/Camp Success summer program from July 6, 2021 through July 29, 2021 (15 days), for up to 6.5 hours daily (includes bus run) at the hourly rate of \$17.50 for up to a total amount of:

Paraprofessional	Total
Tanya McGinniss	\$1,706.25

12i. Amend Resolution (12hh.) from April 13, 2021 Meeting

RESOLVED, that the Chester Board of Education, amends **Resolution (12hh.)** from the April 13, 2021 meeting to change the position of Rose Alban from Aide to Paraprofessional for the Camp Achieve/Camp Success summer program from July 6, 2021 through August 9, 2021 (20 days), for up to 6.5 hours daily (includes bus run) at the hourly rate of \$17.50 for up to a total amount of:

Paraprofessional	Total
Rose Alban	\$2,275

12j. Approves Bus Aides for Camp Achieve/Camp Success

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following bus aides for the Camp Achieve/Camp Success summer program from July 6, 2021 through August 9, 2021 (20 days), for 2 hours daily at their hourly rate for up to a total amount of:

Paraprofessional	Hourly Rate	Total
------------------	-------------	-------

CHESTER BOARD OF EDUCATION

Victoria Alban	\$15.00	\$600.00
Samantha Capan	\$15.00	\$600.00
Liza Harris	\$20.26	\$810.40

12k. Approves Staff to Provide Supervision (Yeager)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Jennifer Yeager to provide supervision to students #19812 and #19437 for up to 20 hours at the contracted professional hourly rate of \$62 for up to a total amount of \$1,240.

12l. Approves Teacher for Professional Work (Mayers)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Linda Mayers for summer professional work for up to 20 hours of at the contracted professional hourly rate of \$62 for up to a total amount of \$1,240.

12m. Approves Teachers for Professional Work (Bene)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Melissa Bene for professional work for the CANDO parent meetings for 5 hours at the contracted professional hourly rate of \$62 for a total amount of \$310.

12n. Approves Teachers for Professional Work (Basanese)

RESOLVED that upon the recommendation of the Superintendent, the Chester Board of Education approves Diane Basanese for professional work for the CANDO parent meetings 15 hours at the contracted professional hourly rate of \$62 for a total amount of \$930.

12o. Approves Substitute Secretary (Salamone)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following substitute secretary for the 2021-2022 school year:

Margaret Salamone

12p. Accepts Resignation (Weiss)

RESOLVED that the Chester Board of Education accepts the resignation of Cynthia Weiss, Payroll and Benefits Specialist, with a resignation end date of July 8, 2021.

12q. Approves Comprehensive Equity Plan Statement of Assurance 2021-2022

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the Comprehensive Equity Plan Statement of Assurance 2021-2022.

12r. Approves Camp Achieve/Camp Success to attend Chester Pool

RESOLVED, that the Chester Board of Education approve Camp Achieve/Camp Success to attend Chester Pool on Thursdays from July 6, 2021 through August 9, 2021.

12s. Approves Additional Prep Hours for Summer Scholars Staff

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves up to 10 additional advance prep hours for the following teachers/staff for the **2021 Summer Scholars program**, at the contracted hourly rate:

CHESTER BOARD OF EDUCATION

Teacher	Total (not to exceed)
Colleen Cahill - Lead Teacher (10 hours advance prep)	\$620
Lauren Scarfo–Secretary (10 hours advance prep)	\$150

12t. Approves Teachers for Curriculum Writing

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education approves the following teachers for summer curriculum writing for the 2021-2022 school year at the contracted professional hourly rate of \$62:

Name	Curriculum Writing	Hours	For a Total Up To
Christa Bedkowski	ELA	20	\$1,240
Cassie Bruno	ELA	20	\$1,240
Colleen Cahill	Math	40	\$2,480
Kelli Dolan	ELA	20	\$1,240
Deb Foster	ELA	20	\$1,240
Nicole Healy	ELA	20	\$1,240
Gretchen Jacot	ELA	20	\$1,240
Alexandra Johnson	ELA	20	\$1,240
Valerie Lemp	ELA	20	\$1,240
Danielle Meekings	ELA	40	\$2,480
Millicent Roskie	ELA	20	\$1,240

12u. Rescinds Resolution (12v.) Summer School Nurse (Sullivan)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education rescinds **Resolution (12v.)** from the May 10, 2021 meeting that approves Cathleen Sullivan as the Summer Scholars nurse from July 6, 2021 through August 6, 2021 at the contracted hourly rate (includes one prep day) for up to 3.5 hours daily at a cost of up to \$4,340.

12v. Approves Leave of Absence

RESOLVED: that the Board of Education approves the following leave of absence for employee # 1275:

Leave (Start Date)	08/23/2021
Accumulated Sick Days (Applied)	0
FMLA/NJFLA Start Date (unpaid with benefits)	08/23/2021
Extended Leave Start Date (unpaid without benefits)	11/15/2021
Date of Return (Anticipated)	08/2022

CHESTER BOARD OF EDUCATION

12w. Approves Summer Intern Board of Education Office

RESOLVED, that upon the recommendation of the Superintendent, that the Chester Board of Education approves Liam Munley as a Summer Intern for the Board of Education Office with a start date of July 1, 2021 through the remainder of the summer at an hourly rate of \$13.

12x. Accepts Resignation (Lorusso)

RESOLVED that the Chester Board of Education accepts the resignation of Gina Lorusso, BRMS ELA Teacher, with a resignation end date of July 1, 2021.

12y. Approves Submission of the 2021-2022 IDEA Grant

RESOLVED, that the Chester Board of Education approves the submission of the 2021-2022 IDEA Grant in the following amounts:

Basic	\$282,452
Basic Non Public	\$18,501
Preschool	\$20,878

12z. Approves Submission of the 2021-2022 ESEA Grant

RESOLVED, that the Chester Board of Education approves the submission of the 2021-2022 ESEA Grant in the following amounts:

Title I Basic	\$60,659
Title II Part	\$14,771
Title III	\$10,207
Title IV	\$10,000

12aa. Approves Submission of the APR ESSER Grant Application

RESOLVED, that the Chester Board of Education approves the submission of the APR ESSER Grant application in the amount of \$526,535.

12bb. Rescinds Resolution (12r.) Special Education Teacher (Shaw)

RESOLVED, that upon the recommendation of the Superintendent, the Chester Board of Education rescinds Resolution (12r.) from the May 10, 2021 meeting that approves Amanda Shaw as a Special Education Teacher at BRMS for the 2021-2022 school year, Step 1 MA at an annual salary of \$58,335 with benefits.

Motion by_____

Seconded by_____

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

13. Executive Session

RESOLVED, that pursuant to NJS.A. 10:4-12 and 10:4-13 the Chester Board of Education holds a closed session on June 22, 2021 at ____ p.m. to discuss _____. It is expected that the minutes will be made public as soon as official action is taken.

CHESTER BOARD OF EDUCATION

Motion by_____

Seconded by_____

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

14. Return to Public Session

Motion by_____

Seconded by_____

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW

15. Unfinished Business

16. New Business

17. Adjournment

Motion by_____

Seconded by_____

Roll Call Vote	AC	CKC	RF	SK	CL	HR	MT	BW	KW