

DELRAN TOWNSHIP BOARD OF EDUCATION

SCHOOL BOARD AGENDA

January 22, 2019

Delran High School Cafeteria

District Goals:

Student Achievement: Increase student achievement for all students at all levels in the area of literacy with an emphasis on narrowing the achievement gaps among the various sub-groups, as evidenced through benchmark assessments and other data sources.

College and Career Preparedness: Support environments that prepare all students for college and career competencies through the development and expansion of programming in the areas of literacy, arts, and industrial arts, as well as science, technology, engineering and mathematics (STEM).

Student Integration: Increase opportunities for special education and English language learner programs in the least restrictive environment (LRE) through the enhanced use of differentiated instruction in all settings.

Community Engagement: Prioritize timely collaboration with parents, students and residents through the frequent and ongoing communication that provides information on coursework, assessments, homework, projects, school/classroom events and other school-related information.

Finance and Operation: Develop a cost effective operating budget that promotes educational programming, district infrastructure, facilities maintenance and grant funding procurement.

Regular Public Meeting - 7:30 p.m.:

00. **Opening Statement by the President:**

In compliance with the Open Public Meeting Law, the Delran Township Board of Education has caused notice of this meeting, including the time, date, and location, to be (a) submitted for publication to the Burlington County Times and the Courier Post; and (b) posted at the Delran Township Municipal Building, Board Office and all School bulletin boards at least 48 hours in advance of this meeting.

01. **Pledge of Allegiance**

02. **Roll Call**

| <u>Board of Education Member</u> | <u>Present</u> | <u>Absent</u> |
|---|-----------------------|----------------------|
| Mr. Chierici | | |
| Mrs. Flanagan | | |
| Mrs. Melvin | | |
| Mr. Oberg | | |

| | | |
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| Mrs. Rafanello | | |
| Mr. Rafferty | | |
| Mrs. Wachter | | |
| Mr. Biluck | | |
| Mr. Kitley | | |

05. **Approval of Minutes:** December 3, 2018 Work Session [Reference G-1]
 December 3, 2018 Work Session Executive Session
 December 17, 2018 [Reference G-2]
 December 17, 2018 Work Session Executive Session

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|---|-------------------|------------------|-----------------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

06. Old Business:

07. New Business:

08. Committee Reports:

Curriculum:

Business Operations:

Community Engagement:

Policy:

09. **Student Representative to the Board of Education:**

Ms. Rose Lloyd will report.

10. **Presentation and Recognitions:**
 There will be a 5 minute recess following the Board of Education Recognitions.

Delran High School

Mr. Finkle and Mrs. Wachter will present:
 Nygel Wells – Community Representative

Governor’s Educator of the Year Honorees
Principals and Mr. Kitley will present:

Millbridge Elementary School Educator of the Year - Stacy Juliani
 Delran Intermediate School Educator of the Year - Laura Spaeth
 Delran Middle School Educator of the Year - Michele Fiorini
 Delran High School Educator of the Year - Caitlin Como
 Paraprofessional of the Year - Rosemary Larson
 Educational Services Provider of the Year - Brian Croly, School Counselor-DHS

11. **Superintendent's Report - Information:**
 Dr. Brotschul will report.

- A. *Enrollment Report*
- B. *Vacancy Report*
- C. *Correspondence*

ROLL CALL:

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|---|-------------------|------------------|-----------------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

12. **Agenda Questions: Public**

13. **Policy**
 Mr. Oberg will report.

Motion to approve all items by way of consent vote in Section 13, Policy.

- A. *It is recommended that the Board of Education approve the following policy for first reading:*

P3431.1 Family Leave

- B. *It is recommended that the Board of Education approve the following policies and regulations for second reading:*

| | |
|--------|--|
| P 0167 | Public Participation in Board Meetings |
| P5465 | Early Graduation |
| P 8330 | Student Records |
| R 8330 | Student Records |
| R6220 | Budget Preparation |

ROLL CALL:

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|---|-------------------|------------------|-----------------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

14. **Business and Operations**
Mrs. Rafanello will report.

Motion to approve all items by way of consent vote in Section 14, Business and Operations.

- A. *It is recommended that the Board of Education accept the Business Administrator’s certification that the total of encumbrances and expenditures for each line item account do not exceed the line item appropriations in accordance with 6A:23A-16-10(c) 3, for the month of November 2018. [Reference G-3].*
- B. *It is recommended that the Board of Education certify, after review of the school business administrator’s and treasurer’s monthly fiscal reports and upon consultation with the appropriate school district officials, shall certify that no fund has been overexpended and sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year in accordance with 6A:23A – 16-10(c) 4, for the month of November 2018. [Reference G-4]*
- C. *It is recommended that the Board of Education approve the transfer of funds in the amount of \$1,938,804.96 according to the schedule available in the Office of the Board Secretary. [Reference G-5]*
- D. *It is recommended that the Board of Education approve payment of bills in the amount of \$2,189,143.25. [Reference G-6]*

- E. *It is recommended that the Board of Education accept the recommendations made by the Superintendent, for the Harassment, Intimidation and Bullying Report.*
- F. *It is recommended that the Board of Education approve the Suspension Report for December 2018.*
- G. *It is recommended that the Board of Education approve to void Accounts Payable check #46798. The check should have been issued as a "No Check/Hand Check". The check has been replaced with check# 11302018.*
- H. *It is recommended that the Board of Education approve to void High School Athletic Account check #008220. The Check had the wrong vendor listed.*
- I. *It is recommended that the Board of Education approve to void High School Athletic Account check #008284. The check has the wrong amount.*
- J. *It is recommended that the Board of Education approve the carry over amount of \$1,622 for the IDEA grant.*
- K. *It is recommended that the Board of Education authorize the execution of the Burlington County School Safety Program 2018 Grant Agreement between the Burlington County Board of Chosen Freeholders and the Delran School District in the amount of \$902,000.*
- L. *It is recommended that the Board of Education approve a donation in the amount of \$400 from Harmelin Media to cover bus transportation for a trip for the Delran Middle School.*
- M. *it is recommended that the Board of Education approve to rescind motion 14A on the January 7, 2019 Work Session Agenda.*
- N. *It is recommended that the Board of Education approve the following ESSA Carry Over Funding for the 2018-2019 school year.*

| | |
|---------------|-------------|
| Title I | \$49,207.00 |
| Title IIA | \$23,315.00 |
| Title III | \$42,678.00 |
| Title III IMM | \$ 6,016.00 |
| Title IVA | \$ 7,231.00 |

ROLL CALL:

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|---|-------------------|------------------|-----------------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |

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|-------------------|--|--|--|
| Mr. Kitley | | | |
|-------------------|--|--|--|

15. **Curriculum**
Mrs. Wachter will report.

Motion to approve all items by way of consent vote in Section 15, Curriculum.

- A. *It is recommended that the Board of Education ratify the following High School activities as approved by the Superintendent:*

1. Transitions 2 students to Bagel Café, Delran, NJ on Thursday, January 24, 2019; 4 students and 3 staff members leaving at 7:30 AM and returning at 8:10 AM. The purpose of the trip is to interview owner. There is no cost to the Board of Education.
2. Mock Trial to Burlington County Court House, Mt. Holly, NJ on Thursday, January 17, 2019 (retroactively); Tuesday, January 22, 2019; Tuesday, January 29, 2019; and Wednesday, January 30, 2019; 15 students, 2 staff members and 2 chaperones leaving at 4:15 PM and returning at 7:30 PM. The purpose of the trip is to compete in Mock Trial. The cost to the Board of Education is \$252.19 per bus (1 bus per trip).
3. Robotics Team to Silver Run Elementary School, Millville, NJ on Saturday, February 2, 2019; 20 students and 2 staff members leaving at 6:00 AM and returning at 6:30 PM. The purpose of the trip is to participate in robotics competition. The cost to the Board of Education is \$623.02 per bus (1 bus).
4. Cultural Club to New York City, NY on Saturday, March 23, 2019; 37 students and 1 staff member leaving at 9:00 AM and returning at 7:00 PM. The purpose of the trip is to see Broadway show “Kiss Me, Kate.” There is no cost to the Board of Education.

- B. *It is recommended that the Board of Education ratify the following Middle School activities as approved by the Superintendent:*

1. Select Choir and Art Club to Rowan College at BCC, Mt. Laurel, NJ on Wednesday, March 13, 2019; 65 students, 3 staff members and 2 chaperones leaving at 8:45 AM and returning at 2:15 PM. The purpose of the trip is to participate in Teen Arts Festival. The cost to the Board of Education is \$166.01 per bus (2 buses).
2. Robotics Club to Glassboro Intermediate School, Glassboro, NJ on Saturday, January 26, 2019; 10 students and 2 staff members leaving at 8:00 AM and returning at 4:30 PM. The purpose of the trip is to participate in Robotics Lego League. The cost to the Board of Education is \$252.19 per bus (1 bus).
3. Team 8A to Delran High School, Skyzone and lunch at Hibachi Grill on Monday, February 4, 2019; 100 students and 5-7 staff members leaving at 7:30 AM and returning at 2:05 PM. The purpose of the trip is team trip. There is no cost to the Board of Education.
4. Culture Club to New York City, NY on Saturday, February 2, 2019; 20 students, 2 staff members and 13 chaperones leaving at 9:00 AM and returning at 7:00

PM. The purpose of the trip is to Winter Broadway Trip. There is no cost to the Board of Education.

5. Honors 8th Grade Science students to Lockheed Martin, Moorestown, NJ on Friday, February 22, 2019; 20 students and 2 staff members leaving at 8:25 AM and returning at 12:30 PM. The purpose of the trip is to attend Engineering Week activities. The cost to the Board of Education is \$252.19 per bus (1 bus).

C. *It is recommended that the Board of Education ratify the following Elementary School activities as approved by the Superintendent:*

1. Ms. Roberts' Class to Senior Center, Delran, NJ on Thursday, December 20, 2018 (being approved retroactively); 9 students and 2 staff members leaving at 10:15 AM and returning at 11:45 AM. The purpose of the trip was to participate in Holiday Show. There is no cost to the Board of Education.
2. 4th Grade Gifted students to Memorial School, Cinnaminson, NJ on Wednesday, April 10, 2019; 11 students, 4 staff members and 4 chaperones leaving at 8:30 AM and returning at 1:45 PM. The purpose of the trip is to participate in Brain Drain Games. There is no cost to the Board of Education.

D. *It is recommended that the Board of Education approve a Delran High School student to attend the 2018 session of the American Legion Auxiliary Jersey Girls' State Program to be held at Georgian Court University, Lakewood, NJ from June 23rd to June 28th, 2018. Cost to the Board of Education is \$230.00.*

E. *It is recommended that the Board of Education approve the following out of district 1:1 Aide costs for the 2018-2019 school year.*

| <u>Student #</u> | <u>Location</u> | <u>18-19 1:1 Aide Cost</u> |
|------------------|-----------------|----------------------------|
| 180447 | BCSSSSD | \$38,660.00 |
| 806017 | BCSSSSD | \$38,660.00 |
| 806018 | BCSSSSD | \$38,660.00 |
| 806022 | BCSSSSD | \$38,660.00 |
| 190021 | BCSSSSD | \$38,660.00 |

F. *It is recommended that the Board of Education approve the following out-of-district cost for student as per chart for the 2018-2019 school year:*

| <u>Location</u> | <u>Student ID#</u> | <u>Tuition</u> | <u>1:1 Aide</u> | <u>Prorated</u> |
|-----------------|--------------------|----------------|-----------------|-----------------|
| BCAHS | 190111 | \$19,193 | \$0.00 | Started 11/5/18 |

G. *It is recommended that the Board of Education approve the following student to receive Home Instruction services for the 2018/2019 school year:*

| <u>Student</u> | <u>School</u> | <u>Recommended by:</u> |
|----------------|---------------|------------------------|
| 200025 | DHS | Physician |
| 190073 | DHS | Administration |
| 190087 | DHS | Administration |
| 806119 | DMS | Administration |
| 230412 | DMS | Administration |

ROLL CALL:

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------------------------|------------|-----------|----------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

16. **Personnel**
Mr. Chierici will report.

Motion to approve all items by way of consent vote in Section 16, Personnel.

All new personnel are recommended to the Delran Township Board of Education pending successful criminal history record check and child abuse/sexual misconduct review pursuant to N.J.S.A. 18A:6-7.1 and -7.6 et seq.

- A. *It is recommended that the Board of Education approve an unpaid leave of absence for Jenna Alesiani, Teacher of Special Education at the Delran Intermediate School, beginning on April 29, 2019 and ending on June 7, 2019. Mrs. Alesiani will return to work on June 10, 2019.*
- B. *It is recommended that the Board of Education approve a paid and unpaid leave of absence for Jamie Cahill, Teacher of Special Education at the Millbridge Elementary School. Paid leave (use of 11 sick days) will begin on April 18, 2019 and end on May 10, 2019. Unpaid leave under the provisions of the Federal Family and Medical Leave Act will begin on May 13, 2019 and end on June 19, 2019. Mrs. Cahill will return to work on June 20, 2019.*
- C. *It is recommended that the Board of Education approve the following district staff members for travel and related expenses in accordance with administrative code and New Jersey Department of Education requirements:*

| <u>Date(s)</u> | <u>Last Name</u> | <u>First Name</u> | <u>Destination</u> | <u>Est. Cost (inc Sub)</u> | <u>Reason</u> |
|----------------|------------------|-------------------|--------------------|----------------------------|---------------|
| 1/31-2/1/19 | Deanley | Joel | Atlantic City, NJ | \$ 475.00 | TechSpo 2019 |

- D. *It is recommended that the Board of Education approve the following district staff members for reimbursement for travel and related expenses in accordance with administrative code and New Jersey Department of Education requirements.*

| <u>Date(s)</u> | <u>Last Name</u> | <u>First Name</u> | <u>Destination</u> | <u>Cost of Workshop</u> | <u>Mileage/Toll/Meals</u> |
|----------------|------------------|-------------------|--------------------|-------------------------|---------------------------|
| | | | | | |

| | | | | | |
|--------------------|------------|----------|----------------------------|-------|----------|
| 9/5/18-11/30/18 | Baker | Eileen | In district travel | ----- | \$ 35.52 |
| 7/18/18 – 12/19/18 | Hutchinson | Mary Jo | In district travel | ----- | \$ 45.45 |
| 7/10/18 – 11/7/18 | Hutchinson | Mary Jo | Out of district travel | ----- | \$ 83.76 |
| 9/5/18-11/30/18 | Ordog | Matthew | In district travel | ----- | \$ 36.49 |
| 12/3-4/18 | Johnson | Rachel | Edison, NJ | ----- | \$ 70.68 |
| 9/14/18-12/13/18 | Gormley | Bobbi Jo | CST out of district travel | ----- | \$ 72.42 |
| 9/5/18-12/18/18 | Serfes | Pauline | CST in district travel | ----- | \$ 15.50 |
| 10/5/18-11/13/18 | Serfes | Pauline | CST out of district travel | ----- | \$ 5.58 |
| 10/23/18-10/25/18 | Chierici | Mark | Atlantic City, NJ | ----- | \$133.46 |
| 10/22/18-10/25/18 | Wachter | Eileen | Atlantic City, NJ | ----- | \$157.51 |
| 12/3/18-12/20/18 | Goodwin | Geralyn | Co-op travel | ----- | \$ 49.29 |

E. *It is recommended that the Board of Education approve Lauren Soto, Student Assistance Coordinator to attend The Association of Student Assistance Professionals, 33rd Annual Conference on February 28th and March 1st located in Ocean Resort, Atlantic City, NJ. The cost of the conference is as follows:*

Conference fee: \$ 325.00
Mileage Expense \$44.88

F. *It is recommended that the Board of Education approve the attendance of the following staff members: Janine Lenguadoro; Jesse Zwier and Richard Greeby, at the K-8 PE Best Practice Share at Holly Hills School in Westampton, NJ on February 15, 2019. There is no cost to attend. Mileage for each teacher attending is \$5.70 per person.*

G. *It is recommended that the Board of Education approve the following staff members at the Millbridge Elementary School as dismissal chaperones at the rate of \$27.39 per hour on an as needed basis for the 2018-2019 school year:*

Janine Lenguadoro
Pamela Verratti
Elisa Landolt
Michelle Reasso

H. *It is recommended that the Board of Education approve the Chaperone List as contained on file in the Board of Education offices. [Reference G-7]*

I. *It is recommended that the Board of Education approve the following coaching volunteer for the 2018-2019 school year:*

| <u>Name</u> | <u>Assignment</u> | <u>Coach</u> |
|-----------------------|-------------------|---------------|
| Frederick Ballay | Baseball | Mr. Bender |
| Christopher Rodriguez | Lacrosse | Mr. Whitcraft |
| James Goodwin | Baseball | Mr. Bender |

J. *It is recommended that the Board of Education approve the following estimated expenses for the high school wrestling team during the 2018-2019 winter postseason.*

Mileage: \$195 - Travel to Brick, NJ for Regions (February 20, 22-23), travel to a local high school for state tournament practice (February 25- February 27), Travel to Atlantic City, NJ for state championships (February 28-March 2)

Lodging: \$188 - Accommodations for coaches in Atlantic City, NJ for state championships (February 28-March 2)

Lodging: \$300 - Accommodations for students in Atlantic City, NJ for state championships (February 28-March 2)

Parking: \$20 - Parking in Atlantic City, NJ for state championships (February 28-March 2)

Meals: \$165 - 3 days of meals for each coach that attends the state championships (February 28-March 2)

Nathan Marter
Dennis Smith
Thomas Larson

Meals: \$165 - Reimbursement to coaches for 3 days of meals for each student that participates in the state championships (February 28-March 2)

K. *It is recommended that the Board of Education approve the following substitute for the 2018-2019 school year:*

| <u>Name</u> | <u>Assignment</u> | <u>Effective</u> | <u>Salary</u> |
|-------------------|--------------------|------------------|---------------|
| Foster, Constance | Substitute Teacher | 1/23/19 | \$85.00/day |
| Lagay, Erin | Substitute Teacher | 1/23/2019 | \$80.00/day |
| Noll, Larissa | Substitute Teacher | 1/23/2019 | \$80.00/day |
| Smith, Daniel | Substitute Teacher | 1/23/2019 | \$85.00/day |
| Uzun, Merve | Substitute Teacher | 1/23/2019 | \$85.00/day |
| Wallace, Jennie | Sub Gen/Instr Aide | 1/23/2019 | \$9.00/hour |
| Walters, Matthew | Substitute Teacher | 1/23/2019 | \$85.00/day |

L. *It is recommended that the Board of Education approve the employment of Beth Chierici as Secretary at the Delran Intermediate School at an annual base salary of \$41,773 (Step 9) (to be prorated) effective January 23, 2019. (Retirement: Nancy Timick)*

M. *It is recommended that the Board of Education approve the January 18, 2019 Professional Development presentations for the following teachers at \$43.56 an hour for two hours each paid for by Title IIA funds.*

Michelle Bradbury
Dave Caplin
Shaun DeLoche

ROLL CALL:

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------------------------|------------|-----------|----------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |

| | | | |
|-----------------------|--|--|--|
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

41. **Public Comments**

42. It is recommended that the Board of Education approve to appoint Dr. Brian Brotschul as Board Secretary during the January 22, 2019 Executive Session:

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|---|-------------------|------------------|-----------------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

BE IT RESOLVED, pursuant to the Open Public Meetings Act, the Delran Township Board of Education will now meet in closed session to discuss:

- DPSA Negotiations
- DEA Negotiations

The aforesaid subjects are within the exemptions permitted to be discussed in closed session in accordance with N.J.S.A. 10:4-13. Information regarding the Board’s closed session discussion will be disclosed to the public as soon as the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session in approximately 30 minutes.

43. **EXECUTIVE SESSION:** BE IT RESOLVED by the Delran Board of Education that, pursuant to the Open Public Meetings Law, it shall (immediately or at the conclusion of this meeting) enter into an Executive Session to discuss matters of personnel, negotiations and litigation and the information discussed can be disclosed to the public only upon formal written request to the Secretary of the Board of Education and it thereafter has been reviewed by the Board of Education at the next Work, Special or Business meeting to determine if the time and circumstances would then be appropriate to disclose the information discussed.

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------------------------|------------|-----------|----------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

44. **Return to the Public Meeting:**
 Recommend Board approval to return to public meeting.

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------------------------|------------|-----------|----------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |

60. **Adjournment:**

| <u>Board of Education Member</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------------------------|------------|-----------|----------------|
| Mr. Chierici | | | |
| Mrs. Flanagan | | | |
| Mrs. Melvin | | | |
| Mr. Oberg | | | |
| Mrs. Rafanello | | | |
| Mr. Rafferty | | | |
| Mrs. Wachter | | | |
| Mr. Biluck | | | |
| Mr. Kitley | | | |