

BUSINESS MEETING

July 11, 2022

The Business Meeting of the Stafford Township Board of Education was held on July 11, 2022 at 7:30pm at the Oxycocus Elementary School and was live streamed over the web.

CALL TO ORDER

The Stafford Township Board of Education is called to order in compliance with the Open Public Meeting Act Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the Atlantic City Press. Notice has been posted in the office of the Stafford Township Clerk, all school buildings and on the district website. A mechanical device is being used to video record this meeting.

ROLL CALL

Taylor Brennan	Member (Absent)
Kevin Cooney	Member
Patricia Formica	Member
Deborah Lyons	Member
Matthew Regulski	Member
Joseph Washco	Member
Mark Zoladz	Member
Joseph Mangino	Vice President (Absent)
Tammy Wagner	President

ALSO PRESENT

George J. Chidiac	Superintendent
Lourdes LaGuardia	Business Administrator/Board of Education Secretary
Martin J. Buckley, Esq.	Board of Education Attorney

FLAG SALUTE

A. RECOGNITION/PRESENTATIONS

~Preschool Staffing/Master Teacher Presentation

- Mrs. LaGuardia presented the Preschool Staffing/Master Teacher Plan.

B. SUPERINTENDENT'S EDUCATIONAL REPORT - Attachment

Mr. Chidiac shared the summer productions happening at STAC.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

*NOTE: If a board member was absent (listed below), they are to abstain from the vote on that item/meeting.

To approve the minutes of the following meeting(s):

1. June 6, 2022 Committee of the Whole – 2 Absences (P. Formica, M. Zoladz)
2. June 6, 2022 Business Meeting – 1 Absence (M. Zoladz)
3. June 6, 2022 Closed Session – 1 Absence (M. Zoladz)

A motion was made by Mrs. Lyons and seconded by Mr. Cooney to approve Approval of Minutes of Previous Meeting(s) #1-3. Roll call vote item #1: five (5) members present voted yes; motion passed. Ms. Formica and Mr. Zoladz abstained on item #1. Roll call vote items #2-3: six (6) members present voted yes; motion passed. Mr. Zoladz abstained on items #2-3.

D. COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

The Stafford Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, especially when it is intended to assist the Board of Education.

Please feel free to speak to the Board during the public session. Pursuant to Board Policy 0167, comments and discussion will be limited to one three (3) minute period per individual unless requested by the chairperson to continue on a point of clarification.

Public comment at special meetings of the Board shall be related to the call of the meeting. In accordance with the Board of Education Policy, each participant must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if applicable.

Your anticipated courtesy to the members of the public and the Board is appreciated.

None

E. CORRESPONDENCE TO AND FROM THE BOARD

None

F. BOARD BUSINESS

1. There were two incidents of harassment, intimidation, and bullying.
2. To approve the attached District Wellness Plan for the 2022-2023 school year.
3. To approve the attached Hold Harmless Agreement, whereas the Stafford Township School District wishes to utilize the Ocean Acres Community Center located at 489 Nautilus Drive, Manahawkin, NJ, which is owned by the Township of Stafford for the purpose of socially distancing students during the 2022-2023 school year during the COVID-19 Pandemic.

4. To approve the attached amended Agreement for Legal Services to Comegno Law Group of Moorestown, NJ as Special Counsel for the Stafford Township Board of Education from July 1, 2022 to June 30, 2023 (Year 3 of 3)
5. To approve to submit Waiver/Equivalency Application to New Jersey Department of Education with regard to district needs for NJAC 6A:13-A-4.2 in compliance with waiver process 6A:5

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Board Business item(s) #1-5. Roll call vote: seven (7) members present voted yes; motion passed.

NEW BUSINESS

G. FINANCE/INSURANCE/TRANSPORTATION

The Committee of the Whole has reviewed the following action items, has consulted with the superintendent, school business administrator/board secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district goals. In addition, we further certify that we have reviewed the attached bill list and are satisfied that curriculum related expenditures are directly related to the results of assessment data and that professional development expenditures are directly related to professional development plans.

1. To approve for payment of July 2022 bills list totaling \$121,906.69 as attached.
(G-1)

Fund 10 - \$121,109.69

Fund 20 - \$0

Fund 30 - \$0

Fund 40 - \$0

Fund 60 - \$0

Fund 61 - \$797.00

*To approve for payment of June 2022 additional bills list totaling \$1,000,977.49 as attached. (G-1a.)

Fund 10 - \$925,403.60

Fund 20 - \$68,693.55

Fund 30 - \$0

Fund 40 - \$0

Fund 60 - \$296.93

Fund 61 - \$6,583.41

*Note - \$479,863.58 of the amounts listed were made as EFT payments. (G-1b.)

*To approve for payment of May 2022 additional bills list totaling \$9,169.66 as attached. (G-1c.)

Fund 10 - \$8,070.00

Fund 20 - \$0

Fund 30 - \$0

Fund 40 - \$0

Fund 60 - \$0

Fund 61 - \$1,099.66

*Note - \$7,699.66 of the amounts listed were made as EFT payments. (G-1d.)

2. To approve for payment of payroll
 - a. dated May 30, 2022 totaling \$1,339,328.51.
 - b. dated June 15, 2022 totaling \$1,349,066.71.
 - c. dated June 15, 2022 totaling \$1,349,066.71.
3. To accept the Treasurer's Report for the month of May 2022.
4. To accept the Secretary's Report for the month of May 2022.
5. Certification of Overexpenditures:

Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Lourdes LaGuardia, Board of Education Secretary, certify that as of May 2022 no line item account has encumbrances

and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Board of Education Secretary

Date

Board Resolution:

Through the adoption of this resolution, we, the Stafford Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)4, certify that as of May 2022 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the business administrator and other appropriate district officials, that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

6. To approve the attached line item transfers (G-6a. & G-6b.).
7. To authorize the Business Administrator to make payment of post-Board meeting bills for the month of July 2022 and to execute mid-cycle contracts such as utilities and out-of-district contracts. Specifics of these transactions, if any, will be provided for ratification at the next regular scheduled board meeting.
8. To approve the attached list of donations.
9. To approve the submission and acceptance of the IDEA Federal Grant Application for available funding in the amounts of \$616,132 for Basic (Nonpublic Share \$47,941) and \$44,436 for Preschool for FY'23.
10. To approve the Student Accident Insurance Renewal Application for the 2022-2023 school year in the base premium amount of \$7,586 and CAT \$2,719 as submitted by VanDyk Insurance Agency.
11. To approve the Software License Agreement from Systems 3000 for visual fund accounting at a total annual cost of \$16,328 from July 1, 2022 to June 30, 2023.
12. To approve to use the School Security Grant allocation in the amount of \$107,902 to the following vendors:
 - a. Sonitrol Security of Delaware Valley for the Remote Lockdown Configuration of the Security System at Intermediate, McKinley, Ocean Acres and PLC schools at a total cost of \$24,245.42 through HCESC
 - b. Window Film Depot for the installation of 3M Ultra 800 Security Film for the Intermediate and PLC at a total cost of \$57,517.26

- c. Open Systems Integrators to furnish and install Cameras at Intermediate, Ocean Acres and PLC schools at a total cost of \$25,718
- 13. To approve ESY Summer Bus Routes for the 2022-2023 school year.
- 14. To approve a Choice Student Shared Services Transportation Contract with Barnegat Township Board of Education for student ID #23190 for the 2022-2023 school year. This contract is for \$500 for transporting the student to and from Learning Experience to Ocean Acres School.
- 15. To approve a Choice Student Shared Services Transportation Contract with Eagleswood Board of Education for student ID #21677 for the 2022-2023 school year. This contract is for \$500 for transporting this student to and from school. The bus stop is at Kingston and Eagleswood School Access.
- 16. To approve the Transportation Agreement with Southern Regional School District (host) for students attending nonpublic schools at a rate not to exceed \$1,000 per student for the 2022-2023 school year.
- 17. To approve the out of district tuition contract for the 2021-2022 school year to the Ocean Township Board of Education for student #22977. This is a McKinney Vento student and Stafford Township is responsible for the education of the student.
- 18. To approve an Extraordinary Unspecifiable Services (EUS) Contract to School Business Operations Professionals of Marlton, NJ as per the attached contract terms.

A motion was made by Ms. Formica and seconded by Dr. Regulski to approve Finance/Insurance/Transportation item(s) #1-18. Roll call vote: seven (7) members present voted yes; motion passed.

H. BUILDINGS/GROUNDS/CAFETERIA

The Buildings/Grounds/Cafeteria Committee has reviewed the following action items, has consulted with the school business administrator/board secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district goals.

NO ACTION ITEMS

I. CURRICULUM/INSTRUCTION/TECHNOLOGY

The Committee of the Whole has reviewed the following action items, has consulted with the superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district

goals. In addition, we further certify that we have reviewed the attached professional development request list and are satisfied that each professional development event is directly related to the employee's duties, each event is fiscally prudent (consistent with N.J.S.A. 18A:11-12), that teaching staff requests are aligned to the New Jersey Student Learning Standards, and that administrator requests are aligned to the Professional Standards for School Leaders.

1. To approve the professional development requests shown on the attached listing.
2. To approve to dispose of a laminator, asset tag #160506, which was located at the Oxycocus Elementary School library. The laminator is broken and beyond repair.
3. To approve the attached Stafford Township School District, district wide Professional Development Plan, beginning July 12, 2022 and ending June 30, 2023.

A motion was made by Mr. Cooney and seconded by Mrs. Lyons to approve Curriculum/Instruction/Technology item(s) #1-3. Roll call vote: seven (7) members present voted yes; motion passed.

J. PERSONNEL

The following Personnel items were discussed:

Chairperson of the Personnel Committee – Tammy Wagner

Report: The superintendent recommends the board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants, in accordance with the board/district hiring policies/procedures, and are hereby recommended for an employment contract contingent upon the successful completion of their accredited degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the board of education. These initial assignments/appointments may be changed as district needs develop unless otherwise stipulated. The Personnel/Policy Committee has reviewed the following action items, has consulted with the superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the 2022-2023 board/district goals.

1. To approve the attached list of substitutes for the 2022-2023 school year.
2. To approve the contracts for all teacher aides as listed on the attachment for the 2022-2023 school year, beginning September 1, 2022 and ending June 30, 2023.

Contracts are being approved at this time in order to comply with applicable law or board policy.

3. To approve the following retirements:
 - a. Natalie Finley, Teacher, effective September 1, 2022
 - b. Nancy Luthringer-Koch, Teacher, effective July 1, 2022
4. To approve the following resignations:
 - a. Carolyn Roselli, Teacher, effective September 1, 2022
 - b. Abaigeal Yannacone, Teacher, effective July 1, 2022
 - c. Karen Van Norman, Teacher Assistant, effective July 1, 2022
5. To approve the following leaves:
 - a. Employee ID #6379, unpaid family leave FMLA, beginning November 14, 2022 and returning February 13, 2023
 - b. Employee ID #6118, unpaid leave of absence, beginning May 23, 2022 and returning May 24, 2022
 - c. Employee ID #6282, unpaid leave of absence, beginning May 13, 2022 and returning May 17, 2022
 - d. Employee ID #6485, unpaid leave of absence, beginning May 16, 2022 and returning May 25, 2022
 - e. Employee ID #5048, unpaid leave of absence, beginning June 3, 2022 and returning June 6, 2022
 - f. Employee ID #6478, unpaid leave of absence, beginning May 31, 2022 and returning June 1, 2022
 - g. Employee ID #6294, unpaid leave of absence, beginning June 9, 2022 and returning June 10, 2022
 - h. Employee ID #6190, unpaid leave of absence, beginning May 17, 2022 and returning May 18, 2022
 - i. Employee ID #5048, unpaid leave of absence, beginning June 8, 2022 and returning June 8, 2022 HALF DAY AM
 - j. Employee ID #6174, unpaid family leave FMLA, beginning January 23, 2023 and returning April 24, 2023
 - k. Employee ID #6174, unpaid contractual child rearing leave, beginning April 24, 2023 and returning September 1, 2023
 - l. Employee ID #6279, unpaid leave of absence, beginning June 14, 2022 and returning June 15, 2022
6. To approve the attached list of additional staff for Summer Camp/Extended Day Program, beginning July 5, 2022 and ending August 26, 2022.
7. To approve the rehire of the following employees for the 2022-2023 school year:
 - a. Lauren Fluta, Speech Teacher, beginning September 1, 2022 and ending June 30, 2023
 - b. Lori Musco, Bus Attendant, beginning September 1, 2022 and ending June 30, 2023

8. To approve the following revised job descriptions:
 - a. B-1 Elementary School Principal
 - b. B-19 12 Month Supervisor
 - c. B-22 Director of Early Childhood Education
 - d. B-24 Director of Special Services and PLC
 - e. B-26 10 Month Supervisor
9. To approve the following for Safety Teams at McKinley Avenue Elementary School for the 2022-2023 school year:
 - a. Kristin Cheeseman - Teacher
 - b. Jacqueline Aliseo – Teacher
10. To approve the following for internship placement:
 - a. Kelsey Potterton, Kean University Internship with Kristin Ducker, beginning May 1, 2022 and ending December 31, 2022.
11. To approve Molly McElroy as In Class Support Resource Teacher (PENDING CERTIFICATION), McKinley Avenue Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 4, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
12. To approve Stephanie Woram as Preschool Teacher, Oxycocus Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 5, +MA, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
13. To approve Alexis Popovitch as Speech Teacher (PENDING CERTIFICATION), Ocean Acres Elementary School and Intermediate School, beginning September 1, 2022 and ending June 30, 2023, Step 4, +MA, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenured track leave replacement position.
14. To approve Nicole Stark as Part Time Hourly Teacher Aide, Regular Education, Ocean Acres Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
15. To approve Kelly Cantu as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
16. To approve Katelyn Kraft as Part Time Hourly Teacher Aide, Preschool, Ocean Acres Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is due to preschool expansion.

17. To approve Mimi Giacinti as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is due to preschool expansion.
18. To approve Tara Hoffman as Part Time Hourly Teacher Aide, Preschool, Ocean Acres Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 1, +AA, of the Stafford Township Board of Education/STEA Agreement. This is due to preschool expansion
19. To approve Lisa Garzon as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 2, +BA, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
20. To approve Nicole Firreno as Part Time Hourly Teacher Aide, Preschool, Oxycocus Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 2, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
21. To approve Arielle Harrold as Part Time Hourly Teacher Aide, Regular Education, Ocean Acres Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 1, +BA, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
22. To approve Janice Murray as Part Time Hourly Teacher Aide, MD Class-Personal, McKinley Avenue Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is due to an IEP.
23. To approve Lisa Signorelli as Part Time Hourly Teacher Aide, Preschool, Ocean Acres Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 4, of the Stafford Township Board of Education/STEA Agreement. This is due to preschool expansion
24. To approve Jolynn Dadd as Part Time Hourly Teacher Aide, MD Class, Ocean Acres Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 2, +BA, of the Stafford Township Board of Education/STEA Agreement. This is due to an IEP.
25. To approve Debra Braitsch as Part Time Hourly Teacher Aide, MD Class-Personal, Ocean Acres Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 3, of the Stafford Township Board of Education/STEA Agreement. This is due to an IEP.

26. To approve Maria Reilly as Part Time Hourly Teacher Aide, MD Class-Personal, McKinley Avenue Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 3, of the Stafford Township Board of Education/STEA Agreement. This is due to an IEP.
27. To approve Linda Sieczkowski as Bus Driver, beginning September 1, 2022 and ending June 30, 2023, Step 7, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
28. To approve Valerie Hazelton as Bus Attendant, beginning September 1, 2022 and ending June 30, 2023, Step 1, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
29. To approve the attached contract between Stafford Township Board of Education and Keith Oler, School Safety Officer, beginning September 1, 2022 and ending June 30, 2023.
30. To approve the attached contract between Stafford Township Board of Education and Joseph Mrazek, School Safety Officer, beginning September 1, 2022 and ending June 30, 2023.
31. To approve the attached contract between Stafford Township Board of Education and Lee Evans, School Safety Officer, beginning September 1, 2022 and ending June 30, 2023.
32. To approve the attached contract between Stafford Township Board of Education Christopher Coughlin, School Safety Officer, beginning September 1, 2022 and ending June 30, 2023.
33. To approve the attached contract between Stafford Township Board of Education and Glen Amirr, School Safety Officer, beginning September 1, 2022 and ending June 30, 2023.
34. To approve Tiffany Eberle as Principal, McKinley Avenue Elementary School, beginning August 1, 2022 and ending June 30, 2023, Salary as attached, pro-rated, of the Stafford Township Board of Education/STAA Agreement. This is a replacement position.
35. To approve the revision to the attached Non-Affiliated Handbook.
36. To approve the attached salary revision for the 2022-2023 school year, beginning July 1, 2022.
37. To approve the attached list of personnel for extra-curricular and enrichment programs for the 2022-2023 school year.

38. To approve the attached list of revised personnel for the School Improvement Panels (SciP) for the 2022-2023 school year.
39. To approve the attached list of revised personnel for Safety Teams for the 2022-2023 school year.
40. To approve the attached list of staff for the 2022-2023 school year WAVE program.
41. To approve the attached affiliation agreement between Kean University Counselor Education Department Graduate Program and the Stafford Township School District, beginning May 2022 and ending December 2022.
42. To approve the attached list of staff for Summer Writing Curriculum Staff 2022.
43. To approve the transfers for the attached list of personnel for the 2022-2023 school year.
44. To approve Jamie Armstrong as Preschool Teacher (PENDING CERTIFICATION), Oxycocus Elementary School, beginning September 1, 2022 and ending June 30, 2023, Step 4, of the Stafford Township Board of Education/STEA Agreement. This is a replacement position.
45. To approve Amanda Guida as Speech Language Specialist (PENDING CERTIFICATION), Oxycocus Elementary School, beginning September 1, 2022 and ending February 28, 2023, Step 4, pro-rated, of the Stafford Township Board of Education/STEA Agreement. This is a non-tenure track leave replacement position.
46. To approve the following list of additional staff for the Summer WAVE Program:
 - a. Tina Rose, Kindergarten Teacher
 - b. Ryan Bush, Substitute
47. To approve the following change in personnel for Extended School Year 2022:
 - a. Courtney Mazyk from PSD Class (4 weeks) to MD Class (6 weeks)

Employee appointments are provisional pending satisfactory completion of the Criminal History Background Check, Pre-employment P.L. 2018,C.5 Disclosure and Physical Exam Requirements required by the State of New Jersey.

A motion was made by Mr. Cooney and seconded by Ms. Formica to approve Personnel item(s) #1-47. Roll call vote: seven (7) members present voted yes; motion passed.

K. POLICY/LEGISLATIVE

The Committee of the Whole has reviewed the following policies and regulations, has consulted with the board attorney and other appropriate district officials, and hereby certify, pursuant to N.J.S.A. 18A:11-1, that the attached policies and regulations are in compliance with all applicable statutes and administrative code provisions and are consistent with the 2022-2023 board/district goals.

1. To approve the **second reading** of the following **revised** policies and regulations:
 - 2415.04 Title I – District – Wide Parent and Family Engagement (M)
 - 2417 Student Intervention and Referral Services (M)
 - 2461 Special Education/Receiving Schools (M)
 - 3161 Examination for Cause
 - 4161 Examination for Cause
 - 5512 Harassment, Intimidation, and Bullying (M)
 - 7410 Maintenance and Repair (M)
 - 8420 Emergency and Crisis Situations (M)
 - 9320 Cooperation with Law Enforcement Agencies (M)
 - R7410.01 Facilities Maintenance, Repair Scheduling, and Accounting (M)
 - R9320 Cooperation with Law Enforcement Agencies (M)

2. To approve the **second reading** of the following **new** policies:
 - 1648.15 Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M)
 - 2415.50 Title I – School Parent and Family Engagement (M)
 - 2416.01 Postnatal Accommodations for Students

A motion was made by Mr. Cooney and seconded by Ms. Formica to approve Policy/Legislative item(s) #1-2. Roll call vote: seven (7) members present voted yes; motion passed.

L. ADVANCED PLANNING

None

M. PUBLIC COMMENT

The Stafford Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest, especially when it is intended to assist the Board of Education.

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BUSINESS MEETING

July 11, 2022

In accordance with the Board of Education Policy, each participant must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if applicable.

Your anticipated courtesy to the members of the public and the Board is appreciated.

None

N. BOARD INFORMATIONAL ITEMS

O. CLOSED SESSION

None

ADJOURNMENT

A motion was made by Ms. Wagner and seconded by Mr. Cooney to adjourn the meeting at 7:40pm. Voice vote: All members present voted yes (7); motion passed.

Lourdes LaGuardia
School Business Administrator/Board Secretary

LL/km/7-12-2022