
PRESCHOOL HANDBOOK

Wessington Springs Elementary

Mrs. Flowers

2021-2022



904 2nd St NE

Wessington Springs, SD 57382

605-539-9500

kandy.flowers@k12.sd.us

Enrollment

A completed application form and current immunization record is needed for enrollment. Families are required to maintain the immunizations/update as needed.

Wessington Springs Elementary Preschool admits students of any race, color and national and ethnic origin. The child must be four years of age by Sept. 1, 2020 in order to attend. A registration and school enrollment card is required for *official* enrollment in this preschool. Mrs. Flowers will also have additional forms for you to fill out to keep on file in the classroom.

Termination of Services:

If a child will no longer be attending preschool, parents need to notify the teacher of the child's last day.

Hours

The school has a policy that students are to wait in the lunch room until 8:00 a.m., even if they are here prior to that time. Classes are held Monday-Friday, 8:00 a.m.-3:15 (Full-time), or 8:00 a.m.-11:00 (Part-time).

Health Standards and Immunizations

Before a child may be admitted to preschool, the preschool shall require a child's parent or guardian to submit a written statement signed by a licensed physician, physician's assistant, certified nurse practitioner, or community health nurse or an immunization record from the South Dakota Immunization Information System showing that the child meets the minimum immunization requirements as recommended by the Department of Health.

A child is exempt from meeting the minimum age-specific immunization levels if the child's parent or guardian has certification from a licensed

physician stating that the physical condition of the child is such that a test or immunization would endanger the child's life or health or if the child's parent or guardian has signed a written statement that the child is an adherent to a religious doctrine whose teachings are opposed to such tests and immunizations.

Written permission from parents or guardians allowing for the child's emergency medical care must be obtained and maintained by the director.

Tuition

Tuition is due by the fifteenth of each month. It is \$150/monthly for 5 full-days per week. It is \$100.00/monthly for 5 mornings per week. *If your student will be attending any combination of full-days, the charge will be \$150/monthly.

We do not charge for the months of August and May as they are shorter months. This also helps balance the holidays, teacher in-service days, snow days, and other days off from school. Checks should be made out to **Wessington Springs School District**. The checks may be sent in your child's folder. Tuition is non-refundable. The monthly fee non-refundable regardless of attendance or extenuating circumstances.

Illness

If a child becomes sick during school they will be isolated and supervised until picked up. Parents will be notified & asked to pick up as soon as possible.

Preschool students will follow the Districts Start Well Plan 20-21.

Department of Health reporting: Diseases noted on the reportable list will be reported in timeframe as specified; recommendations of DOH are required to be followed.

Medication Procedure:

Storage and administration of medication.

1. A permission form must be filled out every time a new medication is sent to school. *The permission slip can be found on the school website or a paper copy is available at the front office.
2. For each prescribed medication a permission form must be filled out every time a new medication is sent to school.
3. All medication brought to school must be in their original bottle. Medication should be brought to school by the parent or the responsible party.
4. All medications must be locked in one of our medication cabinets.
5. A record of medication administered will be kept.
6. Parents are encouraged to give their children their medications before and after school hours or to come to school to administer the medication to their own child. However, if this is not possible, medication will only be administered by certified medication staff. Medications may not be kept in a book bag.

Child's Name: _____ Today's Date: _____

Name of medication to be administered: _____

Dosage: _____

Time to be given: _____

Dates to be given: From: _____ to _____
dd/mm/yr dd/mm/yr

_____ Date _____

Parent Signature

Documentation That Medication Was Administered

Date Administered	Time Administered	Dosage Given	Signature of Caregiver Administering the Medication

NOTE: Use a separate sheet for each medication to be administered. This documentation is to be kept on file at the center for six months.

Requirement for Prevention and Response to Emergencies due to Food and Allergic reactions:

Wessington Springs Preschool requires staff to be trained in the area of food and allergic reactions. Wessington Springs Preschool requires all parents to complete an enrollment application and if there are allergies, to list those allergies. When a parent lists any allergy, they are required to complete a document that lists the allergy, what the allergy is related to (food, pets, etc); what the signs and symptoms of distress are should the child have an allergic reaction; and what the process is for assisting the child should they be in distress due to a reaction. Each staff person who is associated with this child (teacher, cook, etc) is provided an overview of the situation, an overview of the allergy document and the instructions for preventing a reaction; and instructions for handling a reaction.

Philosophy and Curriculum

As the Preschool teacher I believe it is my responsibility to provide a unique, personal, positive experience for each student, parent, and teacher who enters my classroom. Collaboration with students, parents, and teachers is important in building successful relationships. Therefore, never hesitate to contact me with questions or concerns.

The policies and procedures in this handbook are based upon years of experience working with young children. Know that I still consider myself a "Work In Progress"!

Our Curriculum

Wessington Springs Elementary Preschool offers a child-centered and developmentally appropriate curriculum for four or five-year-old children. Wessington Springs Elementary has chosen to implement Houghton-

Mifflin/Harcourt Math Espressions, Big Day for Pre-K (Houghton-Mifflin Harcourt Reading), Foundations (phonics) and Zaner-Bloser Handwriting for Preschool.

Mrs. Flowers and the other teachers in the room use their own experiences, as well as the children's interests to add to the curriculum. Classroom observations and assessments become important tools for the teachers to communicate to parents.

We believe in the importance of play. Play allows children to learn about the world and themselves. As children play they learn new skills, develop coping mechanisms, test new ideas and master their bodies. The various curriculum previously listed provides myself and the other teachers extensive guidance in all content areas; literacy, math, social studies, science and art. As children make choices where to play in the classroom they are learning a variety of skills. For example, building with blocks promotes material exploration, as well as spatial planning, symbolic representation, dramatic play and social interactions. In art, we focus on the process rather than the finished product. As children use art materials, they are planning and carrying out a task and also using symbols to represent their ideas.

Our play-based philosophy offers children many opportunities for positive interactions with other children and adults. In the classroom we treat each other with respect and reinforce each child's value as an individual and as a unique member of our classroom family.

Communication

Communication between home and school is vital to a successful educational experience.

School-Wide (Non-emergency) Information:

- The Wessington Springs school district communicates in a number of ways:
 - Email
 - Telephone

- Text message
- Wessington Springs School district website
- Back-to-School Night
- Notices sent home in children's backpacks

Preschool Classroom Information:

- Weekly newsletters are sent home in children's folders. This can also be emailed if you prefer.
- School-to-home folders: Please be sure to check this folder nightly for important information that may have been sent home.

Child-Specific Information:

- During arrival and dismissal times, staff members must devote their full attention to all of the children. Please keep conversations brief. If you need to communicate specific information, a written note, text or email is preferred. This includes if arrangements for your child have changed for that day.
- **If you are picking your child up please wait in the east parking lot at the end of the sidewalk. The kids will be walked out at 3:15.**
- Parent-teacher conferences are held twice a year (fall and spring).
- If at any time, you have special concerns, please feel free to contact Mrs. Flowers- use email, send a note or text, or call the school to leave a message. You can also leave a voicemail using the school's phone number (ext. 2114).
- Please **do not discuss** problems or concerns in the presence of your child or other parents/children.
- Please communicate with Mrs. Flowers any changes at home or within the family (i.e., parent on a trip, family member in the hospital, sick grandparent.) These changes can affect your child's behavior, and it is useful for staff to be aware of these developments. Wessington Springs Elementary staff will always respect your privacy.
- **If your child is going to be out for any reason please let the office know.** This is especially important when communicable diseases are diagnosed. Letters can be sent with the other students advising

everyone to be aware of the symptoms. Again, your privacy will be respected.

- **Please do not send your child if he/she is sick. Please do not send your child if he/she is running a fever and medicine is required to keep the fever down. It is at this time that your child is contagious.**
- If, during the school day, plans change for where your child needs to go at the end of preschool, please text Mrs. Flowers (605-350-5741), call the school (605-539-9500) or send an email kandy.flowers@k12.sd.us. If it is near dismissal time, or the student typically rides the bus, please CALL the school so bus drivers can be made aware and the message will be sure to reach the classroom.

Behavior and Discipline Policy

We are committed to providing a safe and positive learning environment for all children. The school's behavior policy encourages children to develop social skills that reflect many of the Preschool's values, including self-control, respect for self, others and property, and a positive self-esteem.

Mrs. Flowers and the other teachers in the room model appropriate behavior and guide positive interactions among children and adults. Nurturing these social skills is essential, and helps children grow as successful, lifelong learners.

We are committed to an age-appropriate, play-based curriculum, which will ensure that activities are child-centered and promote social interactions. We will carefully craft the environment, communicate and enforce clear boundaries and expectations for behavior, and use nonverbal cues and/or redirect a child's behavior to foster success.

When a problem arises, we will rely on modeling appropriate behavior, teaching peacemaking skills, and presenting stories or scenarios that reinforce the desired behavior. Children will learn to make suitable choices and develop techniques for regaining self-control when they feel frustrated.

Instructive and individually appropriate consequences will help to strengthen the child's self-control and self-esteem.

When a child experiences a particularly challenging time, the school encourages parents and teachers to work together and develop appropriate strategies. If a specific circumstance needs attention, the teacher will follow these procedures.

1. Mrs. Flowers will observe and document a child's behavior.
2. Mrs. Flowers will discuss the child's behavior with a parent and inform him or her of learning-based strategies the teacher will implement.
3. Mrs. Flowers will follow up with the parent about how these strategies are influencing the behavior.
4. If the behavior concern persists, a conference will be held with Mrs. Flowers, parents and administration to discuss options to help the child further develop appropriate behavior and social skills.
5. Mrs. Flowers and teaching staff will make reasonable efforts to work with the child and his/her family to resolve behavioral concerns. At any time, an individual plan of action may need to be implemented, depending on the severity of the concern.
6. Humiliating and frightening punishment is prohibited. Peers are not allowed to administer discipline.

What to Bring

Please remember to label each item that your child brings to school (lunch box, backpack, sweater, hat, mittens, boots, etc.).

Daily Dress

- Your child should be dressed for active and participatory play. Please do **not** send your child in clothing that should not get dirty. We WILL get dirty!
- We try to get outside each day, so please dress your child appropriately for the weather conditions. During the winter, recess will be evaluated on a daily basis based on weather

conditions and temperatures. We may opt for recess in the gym or active time dancing, etc. in our classroom.

Extra Clothes

Each child should have one set of seasonal clothes that fit – pants, shirt, underwear and socks- which should remain in the child's backpack. This is in case of toileting accidents, spilling of food/water or play accidents.

Backpack

At Wessington Springs Elementary we encourage children to be independent. We strongly recommend a backpack that is easy for your child to manage when putting away his/her own things. Be sure to label the backpack, in case we have matching backpacks.

Please be sure to check the contents of your child's bag each night so that you can find important notes, view art projects, find dirty clothes, etc.

Please Note: In August there will be a letter sent home with the Preschool Supplies list.

Breakfast, Snack, & Lunch:

If your child eats breakfast or lunch at school you will be billed from the school. They need to have money in their account before they can eat.

Snack:

We will have Teddy Grahams and water or milk for snack on days that the kitchen does not provide a fresh fruit or vegetable. Morning snack is every day at approximately 9:30. Afternoon snack is every day at approximately 1:30.

Birthdays and Class Parties:

Birthday snacks may be provided by parents/ guardians to recognize the child's birthday. If you have a child with a summer birthday they can choose to celebrate a "half-birthday" or a day at the end of the year to celebrate with their school friends. I will ask in advance for treats for special holidays/parties: Halloween, Christmas, and Valentine's Day.

SCHOOL LUNCH PROGRAM:

Meals will be served every day school is in session. Meals include a variety of food and supply 1/3 or the child's daily nutritional needs. A nutritious meal needs to be provided if brought from home. Food brought from home needs to be sent in an appropriate container.

Breakfast/Lunch Prices:

Lunch: Grades K-4 \$2.50 Grades 5-12 \$2.80 Adults \$4.00
Breakfast: Grades K-12 \$1.50

Lunch Account Payment

Policy It is the intent of the current lunch billing system for families to have money in their account in advance of charging meals. As their children eat, it is subtracted from their account.

Statements will be run on approximately the 15th and last day of the month. Any family with a balance below \$0 will be sent a notice stating that their account is overdrawn. They have until the next billing (approximately 15 days) to make the payment to their account. Should payment not be made by then, they will be given a grace period until the next billing (approximately 15 days) to pay their account. If payment is not received by the stated date, their family will not be allowed to charge any more meals. The child(ren) may eat by paying cash for that day's meal or bringing a sack lunch. They will be denied the opportunity to charge meals until their account has been taken care of.

If receiving payment in a timely manner is a chronic problem, the family may be denied the privilege of charging any meals altogether. **Report cards will not be distributed for any child with a delinquent lunch bill.**

BOE
Adopted
August 9,
2001

Please let me know if your child has any allergies.

Bussing

Your child may ride the school bus to and from school. You will need to contact the school in August to arrange. If your child attends mornings only, you will be responsible for transportation at 11:00.

Folders

Your child will bring home a folder from school. They are expected to return the folder everyday they have school. The insides of the folder are labeled: Return to School and Keep at Home. It is a great place to send notes, checks, etc.

Homework

Your child will bring home an optional weekly sheet that reinforces skills we work on in the classroom and will be developmentally age appropriate. If you choose to complete this with your child please return it, the beginning of the following week. Once the student returns the Homework page to school, he/she will get to pick a prize from the prize box.

From time to time there will be additional homework sent home to reinforce and help the skills we are practicing in the classroom.

Late Starts

When there is a late start, we WILL have preschool, but if your child attends mornings only, it will be your choice to send them or not as it may be for only an hour-hour and a half. Please communicate with Mrs. Flowers so she knows if your child will be attending that day.

Volunteers

If you would like to volunteer in the Preschool Classroom, please contact me. We would enjoy having you in our room. Volunteers must meet the applicable requirements of staff. *Pass a background check.

Fourth Grade Buddies

Approximately once a month, the students will enjoy getting together with our 4th Grade Buddies. We will enjoy activities, reading, and crafts.



Questions/ Concerns

Please feel free to contact me anytime.

Phone: 539-9500

Cell Phone: 605-350-5741

Email: kandy.flowers@k12.sd.us

PRESCHOOL POLICIES

Wessington Springs Preschool &
Elementary

2020-2021



904 2nd St NE

Wessington Springs, SD 57382

605-539-9500

REPORTING SUSPECTED CHILD ABUSE OR NEGLECT:

Staff are required staff to read and sign a statement which defines child abuse and neglect, and identifies reporting responsibilities and procedures as outlines in SDCL 26-8A-8

- Any staff member who suspects abuse or neglect needs to make that report to DSS themselves as they have first-hand knowledge of the situation and the state law requires that they make the report personally rather than having an administrator make the report.
- Chain of command: notify an administrator, contact DSS, law enforcement, or the State's Attorney.
- Staff are required to read and sign "Procedures for Identifying Child Abuse and Neglect" this document will be kept in their personal file.

Any teacher or other school employee who suspects that a child under 18 years of age has been neglected or physically abused (including sexual or emotional abuse) by a parent or other person, will report orally or in writing this information to the building principal or Superintendent. THEY must then report to DSS, law enforcement, or the States Attorney themselves as they have first-hand knowledge of the situation and the state law requires that they make the report.

The report will contain the following information: name, address, and age of child; name and address of parent or caretaker; nature and extent of injuries or description of neglect; and any other information that might help establish the cause of injuries or condition. This document will be signed by the staff member making the report.

School employees, including administrators, will not contact the child's family or any other persons to determine the cause of the suspected abuse or neglect. It is not the responsibility of the school employees to prove that the child has been abused or neglected, or to determine whether the child is in need of protection, but only to report suspicions of abuse or neglect.

Anyone who participates in making a report in accordance with the law and in good faith is immune from any civil or criminal liability that may otherwise arise from the reporting, or from any resulting judicial proceeding, even if the suspicion is proved to be unfounded.

Any personal interview or physical inspection of the child should be conducted in a considerate, professional manner. Information or records concerning reports of suspected abuse or neglect are confidential. The release to persons other than those provided by law is a class one misdemeanor. Failure to make a report of abuse or neglect is a class one misdemeanor.

Copies of this policy will be distributed by the Superintendent to all school employees at the beginning of each school term, and to new employees when they begin employment if at a different time than the beginning of the school term.

Suspected in-house child abuse or neglect incidents:

If any staff member is accused of child abuse or neglect while employed by the preschool, the staff member will be suspended until the official investigation is complete and/or will only be allowed to complete tasks which do not involve direct contact with children and which can be completed outside of normal daycare hours (i.e. cleaning, bookkeeping, etc.). At the completion of the investigation, the continued employability of the staff will be evaluated. If the report is found to be substantiated (enough evidence exists to support that the incident did occur), the staff will be terminated from employment at the center. If the report is found to be unsubstantiated, information from the investigation will be reviewed to determine if the staff can continue to be employed at the center.

STAFF QUALIFICATIONS

Qualifications for director or proprietor

The director or proprietor of a day care program must be at least 18 years of age.

The director shall demonstrate the ability to provide care for children that attends to the child's physical growth and development and to the physical, emotional, cognitive, and social needs of the child.

Qualifications for individual responsible for program planning and staff supervision

The individual responsible for planning and implementing the program of the day care center and for supervising staff must be at least 18 years of age, may not have on record a substantiated report of child abuse or neglect, and must meet one of the following requirements:

- (1) Have a bachelor's degree in the field of education or human development and at least two years of experience in a child care setting;
- (2) Have a bachelor's degree in elementary education and at least two years of experience in a child care setting if the center cares for preschool-aged children;
- (3) Have a bachelor's degree in elementary education if the center cares for school-aged children only;
- (4) Have a bachelor's degree in the field of early childhood education;
- (5) Have an associate of arts degree in the field of early childhood development;
- (6) Be certified as a child development associate;
- (7) Have a prekindergarten teacher endorsement;
- (8) Hold certification in a Montessori teacher training program and have at least one year of experience in Montessori school or child care setting; or
- (9) Have a child development technician diploma.

The department may waive the requirements of this section if an individual met the requirements of this section before September 29, 2004.

Qualifications of staff members

A child care worker must be at least 18 years old and must work under the supervision of an individual who meets the requirements of § 67:42:10:02.01. A child care worker may be included in the staff-child ratio.

A secondary child care worker must be at least 14 years old and may be counted in the staff-child ratio only when under the direct and constant supervision of a teacher, the center director, or a child care worker and when there are at least two adults present in the center. A secondary child care worker may not be left alone with children in care.

The provisions of §§ 67:42:10:06 and 67:42:10:09 apply to child care workers, secondary child care workers, and support staff such as cooks, bus drivers, and others who have contact with children.

The provisions of § 67:42:10:09 apply to auxiliary staff, which includes those individuals such as cooks, janitors, and secretaries who provide assistance with the operation of the program but do not have direct contact with children in care. A volunteer filling any of these positions must meet the applicable requirements.

Staff Development and Training

Each program must have and implement a written training plan. Each staff member for a group family day care home shall participate in 10 hours of training annually. Each staff member for a day care center shall participate in 20 hours of training annually. Training must be obtained in the following areas:

- (1) Child growth and development;
- (2) Detecting and reporting child abuse and neglect;
- (3) Guidance and behavior management;
- (4) Food handling techniques;
- (5) Identification and prevention of communicable diseases;
- (6) Program health and safety;

- (7) Nutrition for children;
- (8) Program management and regulation;
- (9) Communication and relations with staff;
- (10) Cultural diversity;
- (11) Learning environments;
- (12) Age-appropriate activities and planning;
- (13) Professionalism;
- (14) Partnerships with parents;
- (15) Inclusion of all children; and
- (16) Basic first aid.

Instruction provided to staff members or volunteers while performing their job may not be used to meet the requirements of this rule.

The number of training hours required of staff who are not full-time employees must be proportionate to the number of hours worked.

Before an initial license is issued, the director or a designated staff person shall complete class instruction in basic first aid. In addition, if not already certified, the director shall become certified in infant-child cardiopulmonary resuscitation (CPR). CPR shall be obtained through an entity that provides hands-on skills testing as part of the training. Each staff person shall maintain a valid certification in CPR at all times.

Staff orientation

The program shall provide for orientation of all staff, and documentation of such, to occur within 90 days after the date of employment, in at least the following areas:

- (1) Prevention and control of infectious diseases;
- (2) Prevention of sudden infant death syndrome and use of safe sleep practices;

- (3) Administration of medication;
- (4) Prevention of and response to an emergency due to food and allergic reactions;
- (5) Building and physical premises safety;
- (6) Prevention of shaken baby syndrome and abusive head trauma;
- (7) Emergency preparedness and response planning for an emergency resulting from a natural disaster or man-caused event;
- (8) Handling and storage of hazardous materials and the appropriate disposal of bio contaminants;
- (9) Precautions in transporting a child;
- (10) Recognition and reporting of child abuse and neglect;
- (11) First aid; and
- (12) Cardiopulmonary resuscitation (CPR).

Orientation training may count toward the required annual training for each staff person during the person's first year of employment.

Staff-child ratio

A program must maintain the following ratio for staff and children present:

- (1) For children up to three years of age, one staff person to every five children, or fraction thereof;
- (2) For children three to six years of age, one staff person to every 10 children, or fraction thereof; and
- (3) For children six years of age or older, one staff person to every 15 children, or fraction thereof.

The staff-child ratio of mixed-age groups must meet the requirements of the age grouping that comprises the majority of the children except when children under three years of age are present. When three or more children

under the age of three years are present in the mixed-age group, the staff-child ratio for children under three years of age must be maintained.

There may be no more than 20 children in an activity grouping.

There must be a list of adults who would be available within 15 minutes of the facility in case of an emergency. This list must be posted next to the center's telephone and must include the adults' telephone numbers. Children of staff members who are also in care or are supervised at the facility must be included in determining group size and the staff-child ratio.

Staff records and hiring requirements

A program shall maintain a record on each staff member. The record must include the staff member's name, age, address, telephone number, education and work experience, in-service and orientation training, hours of work, and dates of employment and separation. The program shall make the personnel records available to the department for verification of the contents. The program shall retain personnel records for six months after the staff member's employment ends.

Before hiring an individual, the program shall contact at least three references which may include the individual's former employers. The contacts must relate to the individual's character and competence. The references may not be related to the prospective staff member and must be individuals who have known the prospective staff member prior to the time of application. References must be in the form of a documented conversation or written letter and must be on record before hiring the individual.

Before hiring an individual to work at the center, the center shall comply with the screening requirements of §§ 67:42:16:04 and 67:42:16:05.

Background check

The department shall secure a background check to obtain information concerning convictions for criminal offenses or substantiated reports of child abuse or neglect by an individual that provides care for or has unsupervised access to a child in care. This includes a prospective provider of family day

care, a helper, a person living in a prospective family day care and a staff member in a day care program and before and after school program. An individual is prohibited from working in a licensed childcare program or family day care if the background check detects any of the following:

- (1) A crime that would indicate harmful behavior towards children;
 - (2) A crime of violence as defined by SDCL [22-1-2](#) or a similar statute from another state;
 - (3) A sex crime pursuant to SDCL chapters [22-22](#) or 22-24A or SDCL 22-22A-3 or similar statutes from another state;
 - (4) A felony conviction for domestic abuse, physical assault or battery;
 - (5) Within the preceding five years, a conviction for any other felony;
- or
- (6) A substantiated report of child abuse or neglect.

A background check is required at least once during every five-year period following the initial submission.

Staff person trained in first aid and CPR must be on site during hours of operation. During the hours the facility is in operation, there must be a least one staff person on site who is trained in both first aid and infant-child cardio-pulmonary resuscitation (CPR).

Emergency Preparedness and Response Plan:

Our program has developed an emergency preparedness and response plan to address emergency issues that may arise at the program. Staff review this plan upon hire and the plan is reviewed again on a yearly basis to make any changes and update as needed.

Parents will be notified by the school through the following avenues: Text message, Social Media, Television, Radio, email, phone call.

Requirement for Handling and Storage of Hazardous Material and the Disposal of Bio-contaminants:

Wessington Springs Preschool requires all staff to be trained in the area of Universal/Standard Precautions. Universal/Standard Precautions are guidelines issued to prevent disease transmission for people in all walks of life, including child care providers. The Universal/Standard Precautions require persons to have a barrier between any infectious substance and the workers skin, eyes, nose, and mouth. Wessington Springs Preschool requires any care provider, employee, or substitute who provides care and supervision to children to follow the universal/standard precautions recommended by the Centers for Disease Control and Prevention (CDC) in handling any fluid that might contain blood or other body fluids. Universal/Standard Precautions require treating all blood and fluids that may contain blood or blood products as potentially infectious.

Requirement for reporting changes or circumstances:

Stakeholders will be informed within 24 hours, any of the following changes or circumstances: new program location, building renovations or remodeling, suspected in-house child abuse or neglect, ownership change, employee felony convictions or new director will be reported.

