

November 2011
November 2011

the DUTU Newsletter

Budget for
Small Paychecks

Dec. 15th 7 days
Dec. 16th 7 days
Dec. 29th 4 days
Jan. 13th 2 days

**No
Preschool
on
Nov. 2nd**

READ ME!!!!

Important
insurance
information on
page 3

Next General
Membership
meeting:
Nov. 17th
Elgin High
5:30 p.m.

Reminders & Important Information

**Winter Clothes
Sale**

Hats, jackets,
scarfs, gloves....

Coming very soon
Cash only please

No payroll
DEDUCTIONS
For 10 or 11 month
employees on
1/13/2012.

Deductions will
be taken early
from your third
December
paycheck on
12/29/2011

D.U.T.U party
was a success.

To view the great
pictures go to
www.mydutu.org

Help Needed:

Someone to fill

By Laws &
Legislation Chair

And

Election Chair

See Lyle or Donna

Check out our
website at
www.mydutu.org for
blank route sheets,
contract, bylaws,
constitution, link
to IEA and U-46
homepages and even
past newsletters.
Leave a comment with
any suggestions.

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Governing Council Members:

President: Lyle Moseman
Vice President: Donna Frey
Secretary: Brenda DelHotal
Treasurer: Carol Gunn

COMMITTEE CHAIRPERSONS

Health & Safety: Betty Skyles
Newsletter: Heather Bayer
Sunshine: Wendy Skornia
Staff Development: Janet Lewandowski
Membership: Tammy Clinton
By Laws & Legislation: Open
Audit: Linda Turnquist
Field Trips: Dan Umbach
Decorating & Social: Wendy Skornia
Accident Review: Cindy Moseman
Election: Open
Benefit Resources: Laura Taets
Student Discipline: Sue Hamm
Association Representative (AR): Liz Mole

BARGAINING TEAM

Jim Burns
Brenda DelHotal
Heather Bayer
Sue Hamm
Jay Niehus
Carol Gunn
Dan Umbach
Lyle Moseman
Donna Frey
Dave Ramis

LABOR MANAGEMENT TEAM

Lyle Moseman
Heather Bayer
Donn Frey
Jay Niehus
Brenda DelHotal
Wendy Skornia

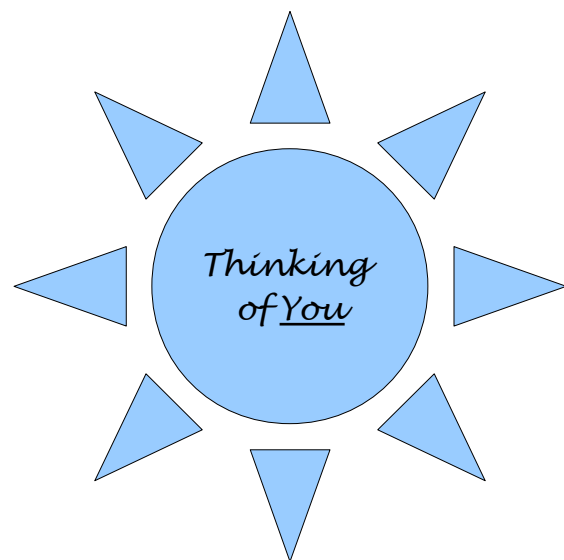
List of cards that were
given on behalf
of our union

September 2011

The Scruggs Family - sympathy
Al Reifler – sympathy
Janis Thompson -sympathy

October 2011

Christina Padilla – congrats
Katie Kruse - congrats



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Insurance Open Enrollment

When?

Open Enrollment for the 2012 plan year will be held **October 24, 2011 - November 11, 2011.**

Why?

ALL BENEFIT-ELIGIBLE EMPLOYEES MUST PARTICIPATE IN OPEN ENROLLMENT THIS YEAR.

This year's Open Enrollment is considered an **ACTIVE ENROLLMENT**. This means that - even if you have waived the district medical coverage in the past - you must go online and elect at least a medical plan option, or waive medical coverage. **Failure to waive medical coverage or make an election will result in automatic enrollment in Medical PPO Plan A, single coverage.**

What?

Open Enrollment is your opportunity to elect one of the three Medical plan options, payroll deduction to Health Savings Account (HSA) and/or Flexible Spending Accounts (FSA), Dental and Supplemental Life Insurance. In addition to these choices, open enrollment is the time for you to add or subtract dependents to your coverage. For 2012, same-sex spouses may be added. Please see the full open enrollment guide for the federally-mandated tax issues regarding adding same-sex spouses.

How?

All changes are made in the district's online enrollment website (available October 24th). Instructions on how to enroll and a Mini-Guide to Open Enrollment will be sent to your building site next week (October 19th-21st). However, to review all information regarding enrollment, you should login to the enrollment website (starting October 24) and review the full Open Enrollment Guide.

How Much Will it Cost?

Employee contributions for 2012 Medical and Dental Plan Options will be available on the enrollment website, in the Mini-Guide and on the Intranet - District Departments/Human Resources/Benefits.

Questions?

- Read your enrollment Mini-Guide
- Login to the enrollment website (starting October 24) for access to the full Open Enrollment Guide, which will contain all plan information. **Go to <https://benefits.u-46.org> ,sign in, click on benefits enrollment 2012, make elections.**
- Watch for Frequently-Asked-Questions (FAQ) features to be sent via email in future issues of *Weekly Benefit News*.
- Email questions to Benefits@U-46.org
- Attend a "live" or "online" **Open Enrollment Information Session** HR Representatives will present information on the plan options and answer your questions:

Thursday, October 27 - 4:30 p.m. - Education Service Center, Room 240

Saturday, October 29 - 9:00 a.m. - Larkin High School, Room A20

Thursday, November 3 - 6:30 p.m. Call-in information to be provided

Saturday, November 5 - 9:00 a.m. - Call-in information to be provided

****Any questions ask Beth Berg during our benefit enrollment help sessions in our computer lab upstairs.**

**November 4th and 9th
9:00 am – Noon
Please sign in & wait quietly &
patiently for your turn.**

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Dear U-46 Employee

New feature that is now available: Employee Self-Service in HRMS (PeopleSoft). As part of our district-wide technology initiative, we want to remind our employees of our new and improved web-based site. U46-Connect. This web site grants employees the ability to view and update their personal information online.

A few of the items you will be able to review and/or modify by using Employee Self-Service are:

Allotments/Absences- this feature will show you by school year what your allotment was for the year and the absences that you took that year. It will also show your current allotments and absences that have been reported.

Personal Information – this feature will allow you to review your personal information. You will be able to make address changes, phone number changes and emergency contact changes. Marital Status, Name Change and Ethnic Information may be viewed, but you will need to make those changes with appropriate documents in Human Resources.

New users to Employee Self Service—Your User ID is your employee ID (without the first zero) and your temporary password for the HRMS (PeopleSoft) will be your employee ID number plus the last four digits of your social security number. You will be required to change this password the first time you login. Your password must contain a minimum of seven characters and must contain a minimum of one letter and one number.

If you do not know your employee ID number, you will be able to locate it on one of the following documents:

1. Paycheck stub or advice (If you do not have a paper copy you can log into IPAY)
2. If you have dental or medical insurance the employee ID number is the last five numbers listed as your Member ID number.
3. If your Employee ID card has a barcode on it, under the barcode the five numbers after “999” is your employee ID number.

If you still cannot find your employee ID number you may call extension 5458 and leave your name and an extension where you can be reached. We will get back to you as soon as we can. The time it takes to return your call will vary depending on the number of calls we receive.

Directions for Access from Home

New to this site is the ability to access this site from our home computer. Use the following navigation when you are using your **HOME** computer.

Go to the District Home Page

www.u-46.org

Towards the bottom right you will see a button “Staff Resources” Click

Click Human Resources and Insurance

Click HRMS – Human Resource Management System

Enter user name and password – you are in – change your password

November 2011

Union Members,

I'm writing to you about the ESP Conference that I attended over the weekend. We all had a great time and received a wealth of information. They feed us dinner, breakfast, and lunch, plus provided entertainment Friday evening. We were even given a place to stay for the night, very nice rooms at the Doubletree Hotel with free parking. If you didn't attend this conference you missed out on an outstanding time. This ESP Conference happens every October and is open to all union members and all it cost you is a little gas money and some of your time. The meals, the hotel room and entertainment are well worth the gas and time spent at this conference. Then they educate you on numerous subject matter that you get to decide on. You can not go wrong attending this conference.

When I was with the Post Office you had to attend 6 months of union meetings before you were even eligible to attend a conference. It was then your responsibility to get yourself there and pay for everything and keep receipts so that you could get reimbursed. I believe that our union makes it a lot easier to attend this conference in October than any other union I know of. Hats off to the Union Leaders that make this Conference available to us all.

The classes that I attended were Transportation Round Table on Friday night. On Saturday I took Where's the Money (Bargaining Research), Family Medical Leave Act, and ESP (Educational Support Professionals) & Legal Issues. I'll try to give you a little of each class.

Transportation Round Table: We talked about the strength in numbers and how this could effect elections. How many of you realize that in our district there are over 2000 ESP's in all four unions. How many of you know that School Board Candidates usually only get about 2400 votes in the election. Now there's some food for thought.

FMLA: In order for an employee to be eligible they must meet certain requirements, such as: worked 12 months for a covered employer, at least 1,250 hrs of service during that 12 month period immediately prior to the start of the leave, and the employer has 50 employees at the work site.

An employee can get up to 12 weeks of unpaid leave in any 12 month period.

Note: Employees on FMLA leave are obligated to continue to pay their share of Group Health Plan Premiums. There is a whole book of rules that govern FMLA as to who can take it and for what reason, but some of these rules can be changed through collective bargaining to meet your group's needs.

Where's the Money: In this class we went over how to read the spread sheet that the district is obligated to submit to the Illinois State Board of Education every year. Unless you know where to look it might appear that there is less money than there really is for a school year. There are places where money can be transferred from dept. to dept. and also deferments of sums to other locations on the form and Grants. This class was very interesting and complicated at the same time unless you were to use this form yourself. Thank Goodness we have people within the IEA that can read and understand this form and go over the forms yearly.

ESP Issues: The class was fast paced and covered many topics in a short period of time. The class was given by one of the IEA's legal Department's Attorney's.

He went over FMLA and Bargaining Suggestions, Sick Leave, Victims Economic Security & Safety Act, Illness, Incapacity, and Fitness for Duty, Weingarten & the Right to Representation, Discipline, Discharge and release of ESP's, DCFS, Avoiding False DCFS Accusations, Educators On-Line Behavior, Victim of Violence at School, Students Records Act, Sexual Harassment, Fair Labor Standards Act, Liability Insurance Protection. Too much information to go into within this article. I will give you this much because union members wanted to know.

Being certified in CPI does not make you liable, When you know that you are going to be disciplined you are not entitled to have a rep, only when you are being questioned and you feel it might lead to discipline. A contract should have a Just Cause provision, and then the district must have just cause before disciplining or discharging.

I hope that this information gives you a little understanding about what you can learn at an ESP Conference and perhaps the incentive to attend next years October ESP Conference.

Thank you,
Fellow Union Member - Gary Snyder

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Dear Friends,

Over the weekend I attended the 2011 IEA's Education Support Personnel's Fall Conference. It is a gathering of various behind the scenes educational support people who make a difference in the lives of children on a daily basis including bus drivers, secretaries, custodians, librarians, food service workers, Para-educators, etc., that work for different school districts across Illinois. We are all part of different unions. The conference offered assorted classes that were about performing our jobs to the best of our abilities and helping ourselves through different issues that affect our local unions.

Many U-46 employees from various departments attended the conference, including quite a few of our ARs. Some of the classes offered were, Basic Unionism, Living Wage, FMLA, Worker's Comp, Grievance Processing, AR training, and IMRF to name a few. I feel that as an AR, it is important for me to learn more and stay as informed as possible so that I may serve you more efficiently.

I would highly recommend anyone from our department attend this conference in the future. I felt a real sense of camaraderie and unity amongst the other education support personnel, and it was interesting to hear what other districts are going through and learn a lot valuable information. It really made me feel like I was a part of something much bigger than just our transportation department.

At the beginning of the year I was assigned ten new employees to represent. One of them said to me, "I've never been in a union before, what is it"? I'm so glad that she asked that question. I'm sure that there are other drivers that don't really know what a union is or how our union helps them.

A Union is a collective body with common goals to ensure fair labor practices including; pay, benefits, hours, and safe conditions, to name a few. They began in the early 18th century as watchdog groups to make sure workers were treated fairly with work related problems. Unions collectively bargained with employers to make sure that the employees received reasonable wages and were treated fairly.

Since I began working for U-46, occasionally I've heard grumbling about our union and I must admit, at times I've held a negative attitude as well. However, it wasn't until recently (when Liz Mole asked me to become an AR), that I developed more of an appreciation for our union and what some of our union members have done for us.

Here are a few questions that I would like to ask you. Do you enjoy working here? Do you like taking home a fair paycheck? Do you like having health insurance benefits, paid sick days, and paid holidays? Isn't it nice to know that if a misunderstanding should occur and you need representation it will be provided for you and you don't have to stand alone and fight for your job? Of course your position isn't guaranteed, but it sure beats being fired without investigation and due process.

I hope you answered "yes" to all of the questions I just posed to you, because those are just a few of the things that our union brothers and sisters have fought for us to continue to receive. I say "brothers and sisters" because a union is suppose to operate like a family, wherein members respect each other, stick up for each other, have each others back, speak highly of one another, and if one of us are injured, we are all injured, etc. Thank goodness for the people (past and present) who get involved and spend countless hours of their personal time making sure that you and I are valued and treated fairly. Did you know that (according to Peter Hart Research Associates in 2007), three out of five people surveyed would join a union if they could? This is most likely because they don't have anyone to negotiate their fair treatment.....cont. page 7

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I urge and challenge you to pay attention to what's going on and get involved with our union. If you don't care, you should, your job and livelihood depend on it. Don't be one of those people who constantly complain, but do nothing to affect change. After all, "the best way to predict the future is to create it". Your thoughts, opinions, and help are valued much more than you know. One of the speakers this weekend reminded us that if we view ourselves as powerless or worthless, we will be. Whether you realize it or not, we hold a lot of power in this community and have the ability to become a stronger, better, and more unified group.

We should all take pride in what we do. We are professionals and educators (of sort) in our own right, not "just bus drivers". One could say we are the eyes, ears, and heartbeat of this community. We live here, work here, worship here, spend our money and pay taxes here, and raise our families here. Our business is to provide safe transportation for the children of our community, and essentially, (as tax payers) we are the owners, customers, and workforce of U-46.

So I'm asking you, what can you do to make a difference for you, your future, your fellow employees, our community and its children? You CAN and DO make a difference. Get involved.

With Sincerity,
Chris Jones

I attended 3 classes, 1 on Friday evening and 2 on Saturday.

Transportation Roundtable:

This class was about unity and morale. Building relationships one at a time. Realizing that change starts with you. Learning how to accept each other for who they are and encourage them in their strong points or other areas. Coming together where all involved will benefit from change and new ideas. We are all members in the same union fighting for the same thing. It's like a family. Putting the past behind and linking together for our future. We can do this! Also, we will be receiving a letter in the near future about our CDL classification. This will be set in place January 30, 2012 some us have already received this letter. More information coming very soon on this matter. This concludes the Transportation Roundtable class.

Grievance:

We can not afford nor accept past practices that does not agree with our contract to continue on, it will only hurt us. Our contract is here to help us. Lets out it to work, learn it, and ask questions about what we do not understand so we can do everything in a proper and timely manner. STANDING TOGETHER WE ARE ONE.

IMRF

This class was very informative, again do not be afraid to ask questions when you do not know or would like to know. There are a lot of hidden benefits out there that you may not be aware of and no one is volunteering to tell you. So read the pamphlets, you may find that you need to make some changes now that will help you at retirement. It is good to know.

To conclude the conference over all was excellent, wells of knowledge, great food and desserts. Doubletree 5 stars, beds were very comfortable.

Thanks

Debra Briggs

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Preventing Outsourcing

I also had the opportunity to attend the ESP conference this past weekend and would like to share a little of what I learned.

One of the classes I attended was 'Preventing Outsourcing'. This class was given by Max Bochmann and Mark Michaels. Max was president of his transportation department in Naperville IL., and he also served as an IMRF trustee. Mark is the current Uniserv Director of Region #21, in the Rockford area.

One of the greatest issues facing ESPs today is privatization. A wide variety of companies and corporations are attempting to take over virtually all of the work traditionally performed by school district employees, from teaching to providing student transportation to cooking meals to cleaning and maintaining school buildings and grounds, and more. The National Education Association is strongly opposed to privatization because of the threat it poses to the quality of education, the accountability of public schools to the communities they serve and to the well being of children in school. Also, the community will have lost the revenue and the tax from the person whose job was outsourced since that person usually lived and shopped in the community they worked.

Listed below are a some of the things that can help to prevent outsourcing.

- House Bill 1347

The IEA was successful in passing HB 1347 which makes outsourcing of school employees by the employer much more difficult. You can google or go to the IEA website to get more information regarding this bill but it basically states that should a district consider outsourcing, they must offer comparable benefits to those employees they outsource to.

- Maintain a sense of professionalism.
- Develop a positive relationship with both students and parents.
- Attend School Board meetings to know what is being said about our department and to become familiar to the school board members.
- One of the most important things we can do to help prevent outsourcing is to **vote**, especially at the local level and particularly when it is time to vote for school board members. Because of the traditional low turn-out at our elections, if every one of our employees voted, we could have a major affect on the outcome of an election.
-

If you have any questions or would like more information regarding this topic, then please contact me.

Liz Mole'

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GOING GREEN

Donna Frey

I know it is sometimes hard to start a new habit (unless it is something that is bad for you). But it seems to me that some people are actively fighting **against** recycling. We **NEED** to recycle our cans (both aluminum/pop and steel/ like soup cans) and our plastic, (all kinds but especially bottles).

It's a learned behavior. You have to train yourself to do it, but then, after a while, it will be an automatic response. Or a "habit".

One of our recycling cans is in the back of the break room and is less than 2 feet away from the regular garbage can. And yet, I keep finding bottles and cans tossed into the garbage. Some people will walk right by the recycling can and throw them into the garbage. Somebody please tell me WHY????? Why deliberately add to the landfills, when instead you can add to a cleaner environment for yourself and your children??? I truly don't understand this.

So I am asking...**PLEASE**.... try to remember to put your plastic bottles and aluminum (pop) and steel (soup) cans into the two recycling containers in the break room OR take them home with you to recycle. Unfortunately we don't recycle paper anymore so please take your newspapers home to recycle. You can also put other plastic items, aluminum foil, etc into the short beige/tan can across from the microwaves in the hallway. IT is for recycling also, NOT for garbage!!

C'mon! I KNOW we can do better!!! I truly believe that these small individual acts of environmental awareness, when multiplied by thousands of determined people like ourselves, can change our world!!!!

And a **BIG** thanks to all of you who already recycle both at work and at home. Please continue to lead by example! You ARE an inspiration!!

Well Worth It

Recently I attended a workshop put on by the McHenry County Transportation Directors Association. It was held at the almost new Woodstock North High School. The first part of the program was a presentation by Bob Rubin of Easy Way Safety Services. He showed us the latest in safety and booster seats and their advantages and disadvantages. He then showed us how their safety vests are fitted and worn by putting one on Mary. I had never heard of the last thing he showed us, seat belt buckle locks. A simple devise that works just like a childproof medicine bottle cap to keep seat belts buckled. Then it was on to an ability awareness class. This was six stations designed to mimic a disability that someone lives with every day. The first station I went to was designed to make us use our ears because we were blindfolded. We had to roll a ball to each other while sitting on the floor in a circle. That wasn't so hard but when the teacher grabbed the ball and slammed it on the floor, wow. Someone that is blind goes through this many times a day. Another station had us put a pair of white socks on our hands. We then had to put on a button shirt, button it up to the top, then unbutton it and take it off. Sounds simple...not! After all six stations I have a much better appreciation for what people with disabilities go through every day. Don't forget that most people have multiple disabilities.

The last hour was presented by Sheri Baxter of District 47s Oasis Program. This program is designed to treat behavior disorders and how it offers help to both parents and the student. This was a first time program and it had a very good turnout. Because of the success of this year's program I'm sure it will be offered again next year. Watch for it, it's well worth your time to go.

Lyle

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"Training Corner"

REFRESHER COURSE FOR November 8, 2011

6:00pm – 8:00pm

500 Shales Pkwy

In the Drivers Room

Tuesday November 8th

Eric Bowman
Caron Brunner
Saint Cavin
Dominick Cozza
April Erling
Veronica Forester
James Forester Jr
Cynthia France
Steve Gard
Keith Goeske
William Henricks
Carolina Hernandez
Judith Mocka
Frances Penkala
Anthony Rusenovich
William Ryan
Kelley Schuldt
Lucene Stahl
Geoffrey Stricklin
Pamela Thomas
Sonia Vargas
John Vercelli
Dustin Washington

A little note about responsibility...
from Donna Frey and Janis Thompson

As usual, this only pertains to 10% of our members, but hey, keep reading, it might be someone you know.

Our School Bus permits expire at the same time EVERY year! We get a reminder from Jesse White, the Secretary of State, 2 months before that due date. Our Driver Trainers post a list on the wall in the hallway to remind us of whose permit will be expiring soon. And yet...some drivers habitually come close to, or actually LET their permit expire. If you do not get this done before your permit expires you cannot drive a bus and you will not be paid! This is too important to forget!!

So here are our recommendations.

1. As soon as you get that notice from the Secretary of State, complete your re-certification form and turn it into Carol Gunn along with your \$4.00 check.
2. Make the appointment for your physical and drug screening, and then remember to go to it. Remember to allow enough time for the results of your drug screening (Pass/Fail) to get back to Provena Occupational Health and then to Transportation. This may take up to a week.
3. Make sure this is all completed at LEAST three weeks prior to your expiration date of your School Bus Permit.
4. Let Carol, Janis or Shelly know that you have completed the process so they can mail your forms to the Secretary of State.
5. Last, but not least, check the Driver Trainers list in the hallway to make sure that your name is highlighted in YELLOW. This means that your info HAS been mailed off to the Secretary of State. If it is not highlighted soon, check to see why not.

The thing is...no one can do these things for us...it is OUR responsibility.

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“Speak Out”

Who ever is taking our signs
down they need to STOP.
Everyone is not getting the
information they need. Also, who
ever puts up a sign will be the one
to then remove it.

Co-Worker

Bus Lot Courtesy:

This is being addressed due to a recent event in the bus lot during early morning hours. This is definitely not an isolated incident. Most of us know that backing buses have the right of way in our lot. This means that we need to watch for back-up lights as we are driving through the bus lot. As we know, backing drivers can't see farther than a few buses down in either direction. When it is raining, snowing or foggy outside this limits the backing driver's field of vision even more. But a backing driver “can” see directly behind his/her bus. Before we back our bus we need to look behind us to make sure our neighbor behind us are not already backing up. We all make mistakes, so it's important for our “AM/FM” radios to be down and our “2-way” radios to be up so we can hear another driver “honking” his/her horn or calling us over the 2-way radio. Personally I don't want to start my day being rear ended by a fellow driver, or by rear ending another driver myself. There are times even on a beautiful day that conditions are there to “hide” a backing bus' lights. We all know how hard it is to see when the bright sun is reflecting off of snow cover, add a layer of road salt to the equation, and we might not see the backing driver's lights until the last second. I have been in that situation myself! Which makes me think of Mr. Martins request that “all” drivers stick to the 5mph limit in the lot. It is just good common sense. Finally, we “all” need to go all the way down to the end of the lot to get into the gas line. It is downright inconsiderate to take a short cut through one of the closer bus rows!!! Especially after another driver has just driven at 5mph to get there, just to be cut off by someone who just couldn't wait.

Frustrated and Annoyed

Rules

If you look up the definition of the word “Rules” in the dictionary it says “that which is prescribed or laid down as a guide for conduct or action” or “a principle or regulation governing conduct, action, or procedure”

What I am getting at is there is a reason we have rules. Our rules serve a purpose. It keeps things uniform and running smooth in our department. Most of our employees follow the rules. However, some employees feel that they are above the rules, or that the rules don't apply to them. Lets get something straight right now, the rules apply to EVERYBODY!! It is NOT managements job to “BABYSIT” us. We are suppose to be responsible adults here. Don't you realize that if the rules are not followed they will make more rules to offset the 1st set of rules that YOU are not following!! Everybody WAKE UP and get OFF your high horse!! If you are under the impression that you can what you want because the world and this department revolves around you, I would say you are greatly mistaken! If you think nobody notices what you do, whether it's milking the clock, or not answering your radio on PURPOSE, or parking your car up at base because you are to lazy to ride the shuttle, or whatever irresponsible act you are doing. You are fooling NOBODY!! People see you for who and what you are. All you are doing is embarrassing yourself by letting people know what low standards you have for yourself. Isn't it funny the word “PROFESSIONALISM” hasn't been heard in awhile! GO FIGURE!!

It's time we all get on the same page!

It's time we all step up to the plate!

It's time we all act responsibly and follow the rules and bring some integrity back to “OUR” department. Lets all act as one and make a change for the better! Lets start NOW!

Sincerely,

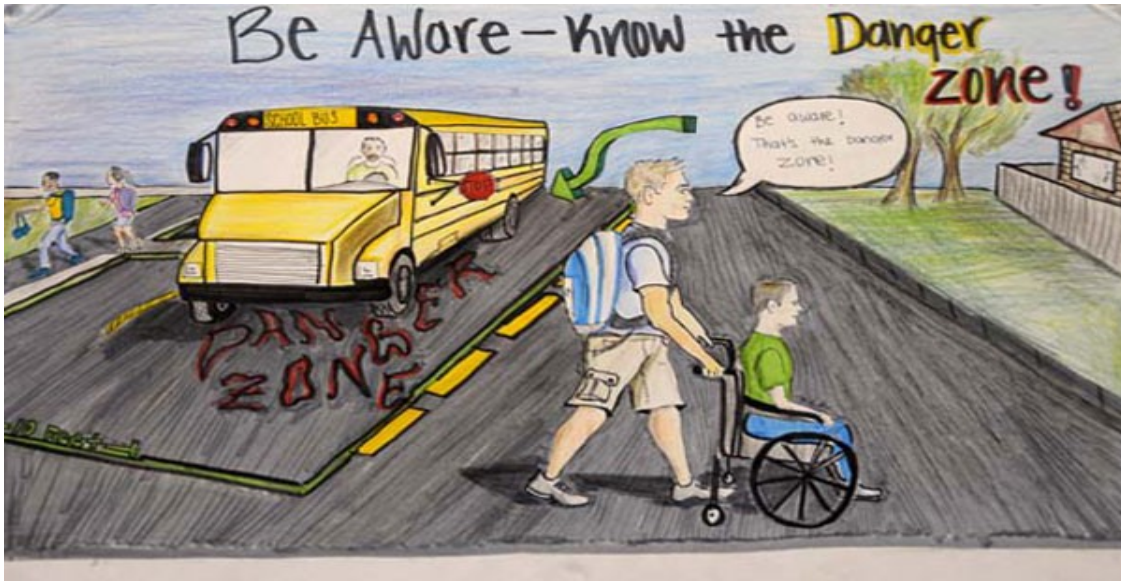
Dave Ramis

your dedicated bargaining team
member and union member

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The 2011 National School Bus Safety
Week theme was:



The week of October 17th we were
able to again decorate a window at
355 Chicago St. Here are some
pictures we would like to share.



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Thank you....Wendy Skornia,
Heather Bayer, Cindy Moseman
and everyone that took part in
completing this window.

