

**BOARD OF EDUCATION  
LEMONT-BROMBEREK CSD 113A  
BUSINESS MEETING MINUTES  
OLD QUARRY MIDDLE SCHOOL - LRC  
LEMONT, ILLINOIS 60439  
Wednesday, April 24, 2019**

**1. CALL TO ORDER**

Damon Ascolani called to order the Business Meeting of the Lemont-Bromberek CSD 113A Board of Education at 6:32 p.m. on Wednesday, April 24, 2019 in the Old Quarry Middle School LRC.

**A. Roll Call**

Upon roll being called, the following board members were present: Damon Ascolani, President, Kevin Collins, Secretary, Cindy Kelly, Al Malley, Bethany Martino and Dave Molitor. Patrick Kerrigan, Vice President, arrived at 6:35 p.m.

Board Members Absent: None

Administration present: Dr. Courtney Orzel, Superintendent, Daniela Fountain, Assistant Superintendent, Barbara Germany, Business Manager, Steve Davis, Director of Technology, Pat Crean, Director of Operations, Maggi Burkhardt, Assistant Principal/River Valley, and Shirley Kleehammer, Assistant Principal/Old Quarry.

Staff Present: Michelle Nevin.

Audience Members (from sign in sheet, if legible): None.

**B. Pledge of Allegiance:** Kevin Collins

**C. Approval of the Agenda:**

Motion made by Dave Molitor, seconded by Bethany Martino, to approve the agenda as presented.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan		absent
Al Malley	yes	
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

**D. Approval of Minutes:**

Motion made by Dave Molitor, seconded by Kevin Collins, to approve the open and closed session minutes dated March 20, 2019, as submitted.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan		absent
Al Malley	yes	
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

## 2. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES

### A. President's Report

### B. Board Committee Reports

- Policy – Mr. Molitor (Chairperson) and Mr. Ascolani, Member – Next Meeting May 10, 2019
- Insurance – Mrs. Germany reported that the Insurance Committee met on April 1, 2019 where the new employee contributions were presented.

### C. Union Representation Reports

### D. PTO/Foundation Reports

### E. Principals' Report

- Oakwood School – Mrs. Zimmerman submitted a written report.
- River Valley School – Mrs. Burkhardt reported that River Valley completed IAR tasting and implemented inspirational supports during the testing period to encourage and motivate students. These supports included staff writing encouraging messages on the sidewalk with chalk as well as a parade at Oakwood School.
- Old Quarry Middle School – Mrs. Kleehammer reported that the Bowling Club ended its first year at Old Quarry with a number of students advancing to Sectionals and one student placing sixth at the State Championship. Mrs. Kleehammer looks forward to the Bowling Club gaining more popularity amongst the students in the upcoming years.

### F. Superintendent's Report

- Update on Enrollment – Dr. Orzel reported that one third grade student has enrolled in the District since the last Board Meeting on March 20, 2019.

### G. Treasurer's Report

Motion made by Dave Molitor, seconded by Kevin Collins, to approve the Treasurer's Report, Reconciliation Schedule, Variance Explanation, Bank Statement and PMA Analysis, Revenue and Expenditure Detail, Balance Sheet, Investment Structure, and FRIS Report for the Month of March 2019, as presented.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes
Kevin Collins	yes
Cindy Kelly	yes
Patrick Kerrigan	yes
Al Malley	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

### 3. COMMENTS FROM THE AUDIENCE

Mr. Ascolani invited members of the audience to address the Board. No one came forward at this time.

### 4. CONSENT AGENDA

A. Board President Ascolani asked if there was anyone on the Board that would like any item(s) removed from the consent agenda. No one had any requests at this time. Mr. Al Malley, however, commented on the resignation of Johnny Billingsley.

Motion made by Cindy Kelly, seconded by Kevin Collins, to approve the consent agenda which includes the following:

- Monthly report of Open Accounts Payable/Bills and Payroll
- The hiring of listed employees pending compliance with applicable Board policy and State and Federal law:
  - MacKenzie Powell, OW Art Teacher, effective 2019-2020 school year
  - Kendall Nepote, OW Kindergarten Teacher, effective 2019-2020 school year
  - Madison Eilers, RV P/T Art Teacher, effective 2019-2020 school year
  - Kelsey Christiansen, RV Special Education Teacher, effective 2019-2020 school year
  - Gina Sandrzyk, RV 3<sup>rd</sup> Grade Teacher, effective 2019-2020 school year
  - Katarzyna Manka, Occupational Therapist, effective 2019-2020 school year
  - Claire O'Leary, RV 5<sup>th</sup> Grade Teacher, effective 2019-2020 school year
  - Jenna Treanor, OQ P/T Choir, effective 2019-2020 school year
- The Transfer of:
  - Patrick Casey, from OQ 6<sup>th</sup> Grade ELA/Math Teacher to OQ 7<sup>th</sup> Grade Math Teacher, effective 2019-2020 school year
  - Cathy Cortez, from RV 5<sup>th</sup> Grade Teacher to RV 3<sup>rd</sup> Grade Teacher, effective 2019-2020 school year
  - Meg Ehn, from OQ 7<sup>th</sup> and 8<sup>th</sup> Grade Science/Social Studies Teacher to OQ 8<sup>th</sup> Grade Social Studies Teacher, effective 2019-2020 school year
- The Resignation of:
  - Ken Seiler, Bus Driver, effective April 5, 2019
  - Clark Wilson, Maintenance Engineer, effective April 26, 2019
  - Johnny Billingsley, OQ Principal, effective June 30, 2019
  - Breanna Johnson, OW Temporary 1-Year 2<sup>nd</sup> Grade Teacher, effective May 30, 2019
- The Retirement of:
  - Kathy Kirby, Bus Driver, effective June 30, 2019
- Monthly Report - Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service
- Monthly Report – Freedom of Information Act (FOIA)
- Approval of Summer Workforce
- Approval of Disposal of Equipment
- Approval of Extracurricular Proposals
- Approval of StaffRehab Agreement

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes
Kevin Collins	yes
Cindy Kelly	yes
Patrick Kerrigan	yes
Al Malley	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

**B. Monthly Report – Open Accounts Payable/Bills and Payroll**

**Payroll:**

3/29/19	
Regular:	\$572,776.51
Stipend:	\$45,211.00

4/2/19	
Special:	\$2,954.00

4/12/19	
Regular:	\$558,672.73

**Bills/Accounts Payable:**

Bills dated April 18, 2019 in the amount of \$623,003.79.

**C. Monthly Report: Personnel**

The hiring of (pending compliance with applicable Board policy and State and Federal law):

- MacKenzie Powell, OW Art Teacher, effective 2019-2020 school year
- Kendall Nepote, OW Kindergarten Teacher, effective 2019-2020 school year
- Madison Ellers, RV P/T Art Teacher, effective 2019-2020 school year
- Kelsey Christiansen, RV Special Education Teacher, effective 2019-2020 school year
- Gina Sandrzyk, RV 3<sup>rd</sup> Grade Teacher, effective 2019-2020 school year
- Katarzyna Manka, Occupational Therapist, effective 2019-2020 school year
- Claire O’Leary, RV 5<sup>th</sup> Grade Teacher, effective 2019-2020 school year
- Jenna Treanor, OQ P/T Choir, effective 2019-2020 school year

The Transfer of:

- Patrick Casey, from OQ 6<sup>th</sup> Grade ELA/Math Teacher to OQ 7<sup>th</sup> Grade math Teacher, effective 2019-2020 school year
- Cathy Cortez, from RV 5<sup>th</sup> Grade Teacher to RV 3<sup>rd</sup> Grade Teacher, effective 2019-2020 school year
- Meg Ehn, from OQ 7<sup>th</sup> and 8<sup>th</sup> Grade Science/Social Studies Teacher to OQ 8<sup>th</sup> Grade Social Studies Teacher, effective 2019-2020 school year

The Resignation of:

- Ken Seiler, Bus Driver, effective April 5, 2019
- Clark Wilson, Maintenance Engineer, effective April 26, 2019
- Johnny Billingsley, OQ Principal, effective June 30, 2019

- Breanna Johnson, OW Temporary 1-Year 2<sup>nd</sup> Grade Teacher, effective May 30, 2019

The Retirement of:

- Kathy Kirby, Bus Driver, effective June 30, 2019

**D. Monthly Report – Enrollment**

- Since March 21, 2019, enrollment has increased by 2 with 2 new students entering.

**E. Monthly Report – Discipline**

**F. Monthly Report – Food Service**

**G. Monthly Report – Freedom of Information Act (FOIA)**

- FOIA – Olivia Deloian, NBC5 Investigates – School Storm Shelters – 30 Minutes
- FOIA – James Jandora – Superintendent Pensions – 30 Minutes
- FOIA – Melissa Fischer – Board Recording Secretary Information – 10 Minutes

**H. Consider Approval of Summer Workforce**

In the summer of 2018, we requested 10 summer employees to help with the cleaning of the district campuses and storage facilities. We were able to accomplish much of the planned project work during this tie with the additional assistance.

This summer, due to the need to cover full time employees who request to take vacation during the summer months, we are requesting 10 part-time summer employees. These employees will work on outside grounds areas as well as necessary inside cleaning to get buildings ready for the start of school.

A detail of the work and costs associated with this summer help request is attached. The total cost of this summer help will be, not to exceed, \$18,060.00.

**I. Consider Approval of Disposal of Equipment**

Two items that have been in storage for several years have come to our attention as being out of use and no longer of value. These items are listed below. It is the administrative recommendation to remove the items from the inventory listing and dispose of accordingly. It was suggested that the Makerspace extracurricular activity might find some use for the scoreboard.

Items to dispose of:

Overhead Projector – Beseler brand, from Bromberek School District 65:  
#’s Handwritten No. 4 and in red Dyno Tape B69

Sports Scoreboard – Unitec brand. No identifying CSD #’s. (Possibly came from Central School when OQ opened and has never been used at OQ.)

**J. Consider Approval of Extracurricular Proposals**

The Extracurricular Steering Committee is recommending the attached clubs/activities for Superintendent and Board approval.

**K. Consider Approval of StaffRehab Agreement**

We are seeking to employ a private nurse for a medically fragile 7<sup>th</sup>-grade IEP student. It is difficult to assess whether this is a permanent need; it is anticipated to continue for next school year. After interviewing four potential candidates through various vendors, we are

recommending the hiring of Mary Mayfield who is represented by StaffRehab. Their rate is \$46/hour. The nurse will ride the bus both ways and spend the entire day in the school setting with this student for a total of eight hours per day, forty hours per week.

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**5. BOARD ACTION**

**A. Consider Approval of One-Year Noxious Weed Agreement**

Attached is a copy of the noxious weed agreement that was drawn up by Scott Nemanich, attorney for Klein, Thorpe and Jenkins, Ltd., for the purpose of preventing the growth of noxious weeds on the district's property located at 3950 131<sup>st</sup> Street in Lemont. Mr. Wojciechowski agrees to mow or farm the property and to take any and all steps necessary to prevent the growth of noxious weeds to meet the provisions of the Illinois Noxious Weed Law. The Board of Education agrees to pay Mr. Wojciechowski \$100 annually in exchange for his services. Mr. Wojciechowski will provide proof of insurance to cover his activities on the property pursuant to the agreement. This is a one-year agreement. The Board has the right to cancel the agreement with 60 days written notice to Mr. Wojciechowski.

In addition, during the term of this agreement, the Board may market the property for sale, including listing the property for sale through a broker selected by the Board, showing the property and posting signs on the property advertising that the property is for sale. In the event the Board enters into a contract for the sale of the property, the Board shall provide Mr. Wojciechowski with written notice, at the address set forth in the agreement, that it has entered into a contract for the sale of the property, and Mr. Wojciechowski shall vacate the property, and shall remove all equipment or other items or personal belongings then existing on the property within thirty (30) days of receipt of the notice.

Mr. Nemanich has filed for a tax exemption with the county. Mr. Wojciechowski continues to take measures to prevent the infestation of noxious weeks by planting a suitable crop as soon as the weather permits cultivation and planting.

It is the administrative recommendation to approve the agreement as presented.

**Recommended Motion:**

Motion made by Al Malley, seconded by Patrick Kerrigan, to approve the One-Year Noxious Weed Agreement with Alex Wojciechowski, as presented.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes
Kevin Collins	yes
Cindy Kelly	yes
Patrick Kerrigan	yes
Al Malley	no
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 6, Nays 1, the President declared the motion passed.

**B. Consider Approval of Vendor for Waste and Recycling Services**

On April 4, 2019, three vendors submitted bids for our refuse and recycling bid. The lowest bidder was our current vendor of Waste Management at a cost of

\$1,360.10/month. This new contract represents a significant savings over our current contract.

Waste Bid Summary

	OQ	RV/OW	
Republic Services	\$755.00	\$855.00	\$1,630.00
Waste Management	\$643.80	\$716.30	\$1,360.10
Recycle Track Systems	\$1,299.00	\$1,396.43	\$2,695.43

It is the administrative recommendation to renew our contract with Waste Management for the period of one year.

**Recommended Motion:**

Motion made by Dave Molitor, seconded by Bethany Martino, to approve Waste Management to provide waste and recycling services to Lemont CSD 113A at the cost of \$1,360.10/month for a period of one year.

Upon the voice vote called, the members voted as follows:

- Damon Ascolani     yes
- Kevin Collins       yes
- Cindy Kelly         yes
- Patrick Kerrigan   yes
- Al Malley            yes
- Bethany Martino    yes
- Dave Molitor        yes

With a vote of Yeas 7, the President declared the motion passed.

**6. CANVASSING THE APRIL 4, 2017 BOARD MEMBER ELECTION**

**A. Official Certificate of Results – April 2, 2019 Consolidated Election**

The Cook County Clerk’s Office, having completed a canvass of all votes cast for the school district Board of Education for Lemont-Bromberek CSD 113A has certified that the listed candidates received the following vote totals when combining DuPage and Cook county votes:

April 02, 2019 Consolidated General Election

The Cook County Clerk, having completed a canvass of all votes cast for School B.M., Lemont-Bromberek Combined 113A, 4yr, hereby certifies the following vote totals:

Candidates	Percentage	Votes
David Molitor	21.66%	1,899
Cynthia Kelly	22.56%	1,978
Al Malley	20.06%	1,759
Damon Ascolani	18.16%	1,592
Laura Smith	17.56%	1,540
Total:	100%	8,768

This election having been certified to me as 4 to be elected results in David Molitor, Cynthia Kelly, Al Malley & Damon Ascolani being elected.

Dated this April 23, 2019.

**7. OATH OF OFFICE AND OFFICIAL SEATING OF NEWLY ELECTED BOARD MEMBERS**

Patrick Kerrigan, Vice President to the Board of Education, swore in David Molitor, Cynthia Kelly, Al Malley, and David Ascolani as the newly elected members of the school board.

**8. ADJOURNMENT OF MEETING, SINE DIE**

**A. Motion to Adjourn Sine Die**

Inasmuch as there was no further business to come before this board, the motion was made by Patrick Kerrigan, seconded by Dave Molitor, to adjourn sine die. Board Members unanimously agreed by stating aye.

**B. Motion to Appoint President Pro Tem**

Motion made by Patrick Kerrigan, seconded by Kevin Collins, to appoint Dr. Courtney Orzel as President Pro Tem. Board members unanimously agreed by stating aye.

**9. NEW BOARD MEETING**

**A. Call to Order**

Dr. Courtney Orzel called to order the Special Meeting of the Lemont-Bromberek CSD 113A Board of Education at 6:51p.m. on Wednesday, April 24, 2019 in the Old Quarry Middle School LRC.

Upon roll being called, the following board members were present: Damon Ascolani, Kevin Collins, Cindy Kelly, Patrick Kerrigan, Al Malley, Bethany Martino and Dave Molitor.

**10. ELECTION OF OFFICERS**

**A. Nominations for the Office of President**

President Pro Tem Dr. Courtney Orzel stated that nominations are now in order for the office of President. Board Member Dave Molitor nominated Damon Ascolani as President. Damon Ascolani, being the only candidate nominated for the office of President, is declared elected.

**B. Nominations for the Office of Vice President**

Board President Damon Ascolani stated that nominations are now in order for the office of Vice President. Board Member Ascolani nominated Patrick Kerrigan as Vice President. Mr. Kerrigan respectfully declined. Board Member Patrick Kerrigan nominated Al Malley as Vice President. Al Malley, being the only candidate nominated for the office of Vice President, is declared elected.

**C. Nominations for the Office of Secretary**

Board President Damon Ascolani stated that nominations are now in order for the office of Secretary. Board Member Al Malley nominated Kevin Collins as Secretary. Kevin Collins, being the only candidate nominated for the office of Secretary, is declared elected.

**D. Nominations for the Office of Treasurer**

Board President Damon Ascolani stated that nominations are now in order for the office of Treasurer. Board Member Patrick Kerrigan nominated Barbara Germany as



Treasurer. Barbara Germany, being the only candidate nominated for the office of Treasurer, is declared elected.

## **11. COMMITTEE APPOINTMENTS**

### **A. Committee Appointments**

Board President Damon Ascolani presented the committee recommendations for the 2019-2020 school year. The committee appointments were reviewed as follows:

1. Finance and Audit – Al Malley (Chairperson), Bethany Martino
2. Policy – Dave Molitor (Chairperson), Damon Ascolani
3. Insurance – Patrick Kerrigan, Cindy Kelly
4. Wellness/Safety – Kevin Collins, Bethany Martino
5. Discipline/Intervention – Al Malley, Kevin Collins
6. Technology – Dave Molitor, Cindy Kelly
7. Others as designed and designated by the Board of Education

The only appointed chairs are for the Finance and Audit Committee and the Policy Committee. Administrators are chairs for all other committees.

Board members unanimously agreed on the committee appointments by a show of hands.

## **12. APPOINTING A GOVERNING BOARD REPRESENTATIVE AND IASB DELEGATE**

### **A. Appointing a Governing Board Representative for IASB**

After every School Board election, each Board of Education is asked to designate one of its members as its IASB Representative for their IASB Division. This member will serve as a link between the Association, the Division and the Board for a two-year term. By policy, the Board President may appoint a member to this position.

Motion made by Damon Ascolani, seconded by Patrick Kerrigan, to appoint Dave Molitor as the IASB representative for a two year term from 2019-2021.

Motion was approved by a unanimous vote upon roll call.

### **B. Appointing a Delegate for IASB**

The IASB Delegate Assembly is a body convened at the Joint Annual Conference (JAC) to provide Association leadership and staff with direction on issues impacting member-school boards. The delegate assembly discusses as well as crafts resolutions to address a host of school board issues with voting occurring to determine adoption. Adoption of resolutions results in a host of productive outcomes. Some resolutions prompt the introduction of legislation. Other resolutions establish positions for or against measures contained in existing legislation while some call for other action – typically dealing with federal government, the State Board of Education, or member districts. The resolutions process, ultimately, provides the Association with position statements that, directly, address hundreds of pieces of legislation each year in Springfield.

Service as a delegate to the IASB Delegate Assembly is open to any school board with IASB membership.

Motion made by Damon Ascolani, seconded by Al Malley, to appoint Cindy Kelly as the IASB Delegate for a two year term from 2019-2021.

Motion was approved by a unanimous vote upon roll call.

**13. NEW BUSINESS**

**A. Setting of the Regular Board Meeting Calendar**

The Superintendent provided the Board of Education a tentative board meeting calendar for May 2019-May 2020. The administration recommends that the Board approve a calendar for regular meetings (with both open and closed sessions). Regular Business Meetings will have a start time of 6:30 p.m. Furthermore, the administration recommends that the Board direct superintendent to publish these meetings according to the Open Meetings Act.

Motion made by Patrick Kerrigan, seconded by Dave Molitor, that the Board of Education meeting dates will be held on the fourth Monday of the month for business meetings, unless noted otherwise. Furthermore, the Board directs the administration to publish the recommended dates of the Board of Education meetings as required by the School Code and Open Meetings Act.

Motion was approved by a unanimous vote upon roll call.

**14. ADJOURN TO CLOSED SESSION**

Motion made by Dave Molitor, and seconded by Bethany Martino, at 6:59 p.m. to adjourn to closed session for the purpose of:

- A. Discussion on the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of the District that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1)
- B. Collective negotiating matters between the District and its employees or their representative, or deliberation concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
- C. Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).

The Board of Education DOES NOT anticipate action as a result of closed session.

Upon voice vote being called, the members voted as follows:

Damon Ascolani	yes
Kevin Collins	yes
Cindy Kelly	yes
Patrick Kerrigan	yes
Al Malley	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

**15. CLOSED SESSION**

**16. RECONVENE TO OPEN SESSION**

Motion made by Dave Molitor, seconded by Bethany Martino, at 7:31 p.m. to reconvene the Open Session Meeting of the Board of Education.

Upon voice vote being called, the members voted as follows:

Damon Ascolani	yes
Kevin Collins	yes
Cindy Kelly	yes
Patrick Kerrigan	yes
Al Malley	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

## 17. ADVANCED PLANNING

### MAY

- Approval of Administrator Cap
- Administrator & ESP Wages (Non-Union) Discussion Begins
- Final Staffing Recommendations for Next School Year
- Annual Review of Safety Plans, Protocols and Procedures
- Approve End of Year Calendar with Removal of ER Days
- Food Service Contract Renewal
- Acceptance of Foundation Grant Awards
- MAP Subscription Renewal
- High School Math Program Agreement
- IPA Student Recognition
- Approval of OQMS Field Trips
- Title I Plan

### JUNE

- Prevailing Wage Resolution
- Budget Assumptions
- Set Public Hearing Date for Budget
- Approval of Contracts Over \$1,000
- Finalize Administrator & ESP (Non-Union) Wages
- Per Contract, On or Before June 30 Board and Superintendent Agree on Goals for Next Year
- Disposal of Used/Obsolete Equipment – Non-Electronic
- Administrative Contracts
- Certified Salary Schedule
- OMA Designee
- NaviGate Renewal
- Public Hearing and Final Amended Budget (If Necessary)


## 18. ADJOURNMENT

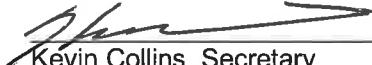
The motion was made by Dave Molitor, seconded by Patrick Kerrigan, to adjourn the Regular Meeting of the Board of Education at 7:37 p.m.

Upon voice vote being called, the members voted as follows:

Damon Ascolani	yes
Kevin Collins	yes
Cindy Kelly	yes
Patrick Kerrigan	yes
Al Malley	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

  
\_\_\_\_\_  
Damon Ascolani, President  
15 May 2019  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kevin Collins, Secretary  
15 May 2019  
\_\_\_\_\_  
Date