



## Housing Connect's School Resource Guide

*Salt Lake City School District- Middle School*



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## **Section 1: Introduction**

Navigating new places and unfamiliar systems can be difficult and stressful. Housing Connect understands that you want what's best for your family. We know that education provides a strong foundation for present and future opportunities. Education plays a vital role in children's development so it is important that you as the parent, have the tools you need to support your children on their educational journey. This packet is designed to help you navigate the middle school system through the School District.

If you have questions or need assistance on anything in this packet, feel free to reach out to the Youth and Family Services Manager at 801-882-5582 or [cmeyers@housingconnect.org](mailto:cmeyers@housingconnect.org).

## **Section 2: Determining Boundaries**

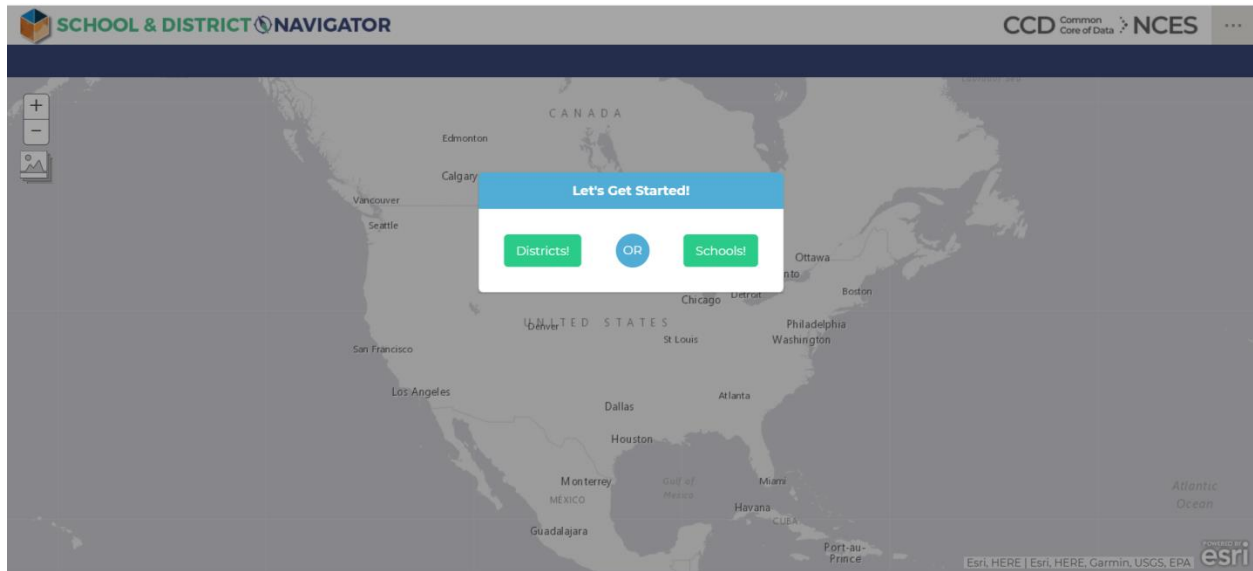
If you are new to an area or your child is just entering the school system, you may be unsure of which school they are supposed to attend. The steps below will help you determine which school district your family lives in and the schools that are assigned to those boundaries. Once you have determined your boundaries, you can decide if you want to enroll your child at their “home” school or get a permit for them to attend a school outside of those boundaries. Find information on special permits on page 13

Find your school district:

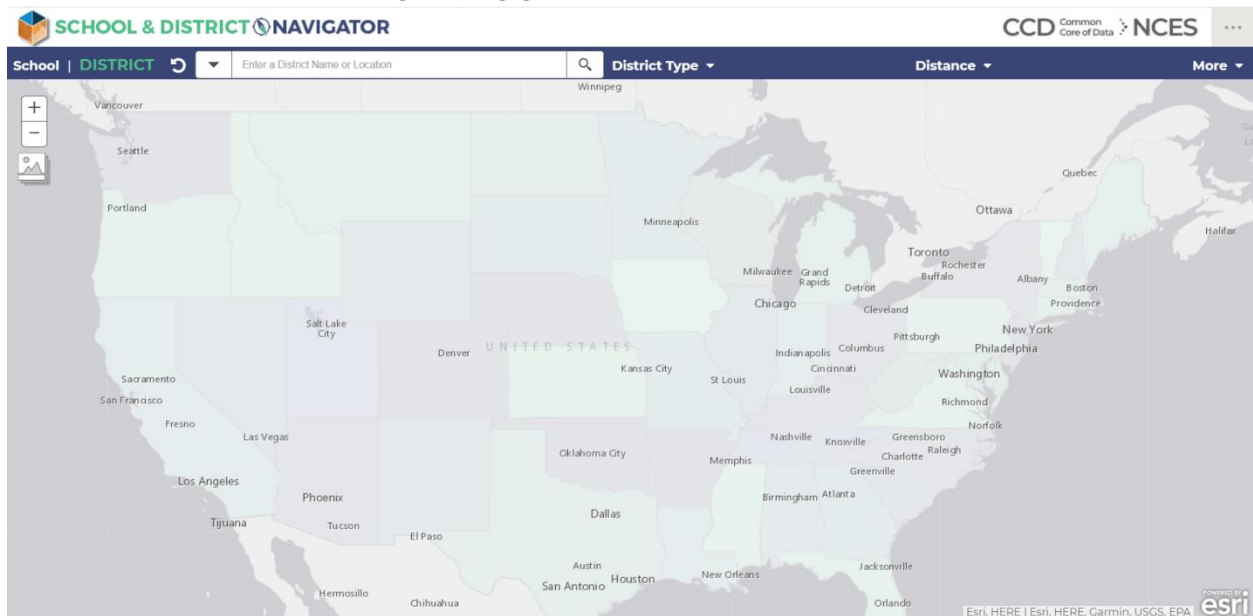
1. Go to: <https://nces.ed.gov/ccd/districtsearch/>
2. Click on the words “School & District Navigator”

The screenshot shows the 'Search for Public School Districts' page on the NCES website. The page has a dark header with the IES and NCES logos. Below the header, there is a navigation bar with links: 'District Information', 'School & District Navigator' (highlighted), 'Public School Search', 'Data Notes/Grant IDs', and 'Help'. The main content area contains a search form with the following fields: 'District Name', 'NCES District ID', 'Street Address', 'City' (with a '(Browse)' link), 'State' (a dropdown menu), 'Zip Code', 'Distance' (a dropdown menu), 'County' (with a '(Browse)' link), and 'Phone #'. There are also checkboxes for 'District Types' (regular, component, supervisory union, regional, state, federal, charter, other) and dropdowns for 'Number of Students' and 'Number of Schools'. A 'Search' button and a 'Clear' button are located to the right of the form. A 'SEARCH TIP' is provided on the right side of the form. The footer contains navigation links for 'Explore the Institute of Education Sciences', 'IES Policies and Standards', and 'Additional Resources'.

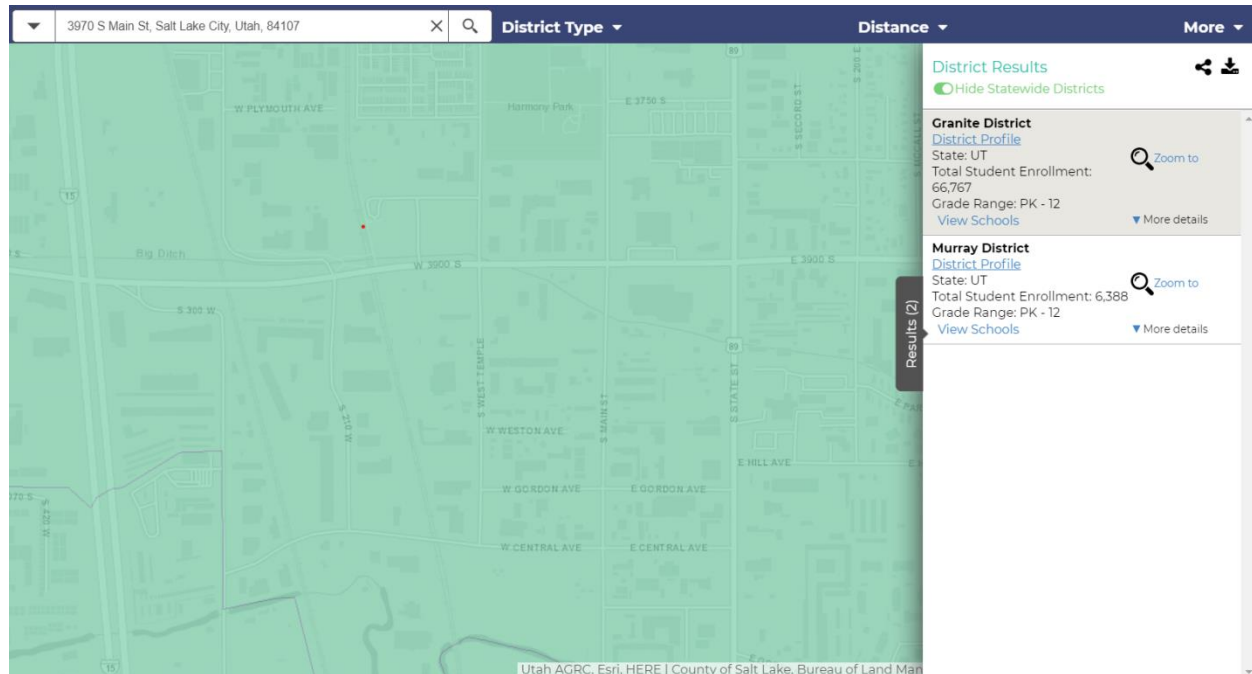
3. On the “Let’s get started tab click on the left green button labeled “Districts”



4. In the search bar, type in your home address and press the search button. (The search button is marked with a magnifying glass)



5. A box should appear on the right identifying which school district you live in.

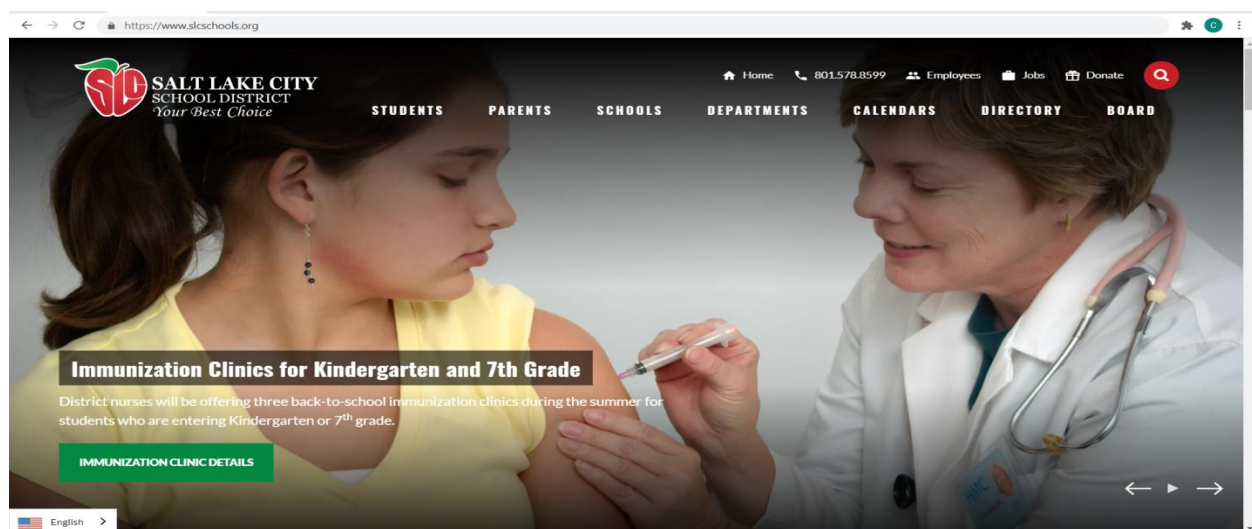


Sometimes, the website may pull up more than one eligible district, if this happens going to the potential districts websites and utilizing their school search tools is the best option.

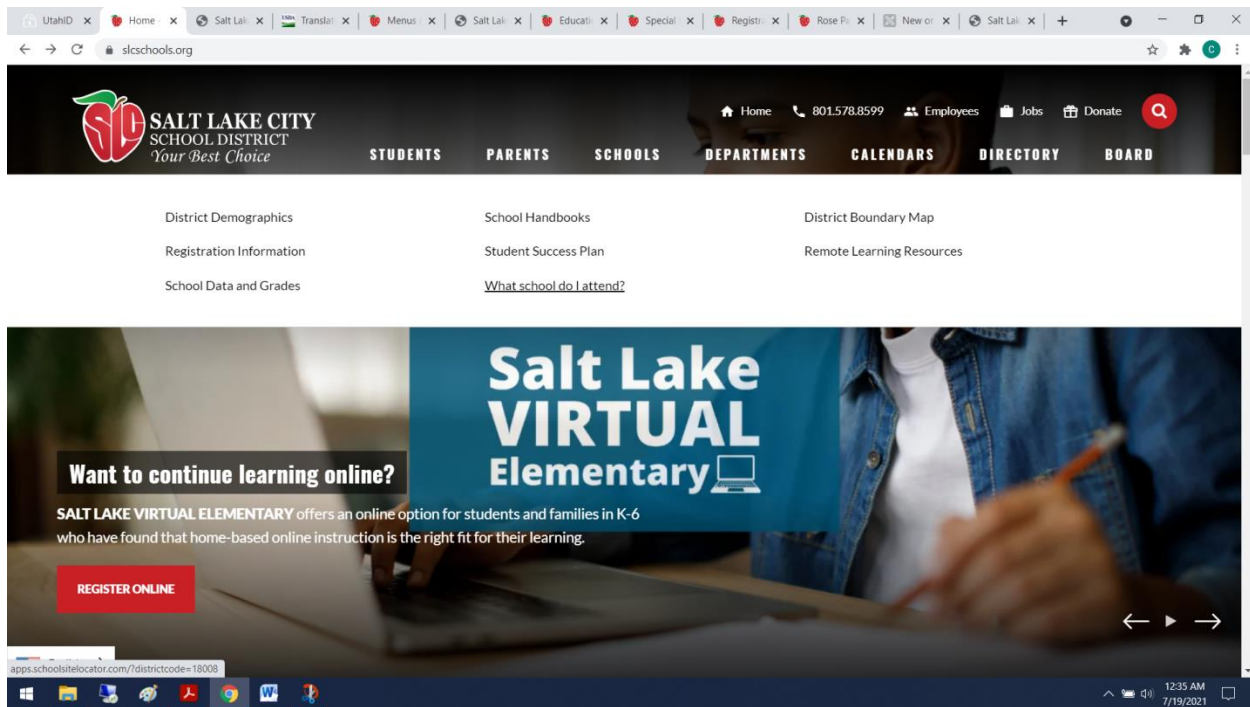
Find your School:

In order to determine which school boundaries you live in, open any web browser and navigate to:

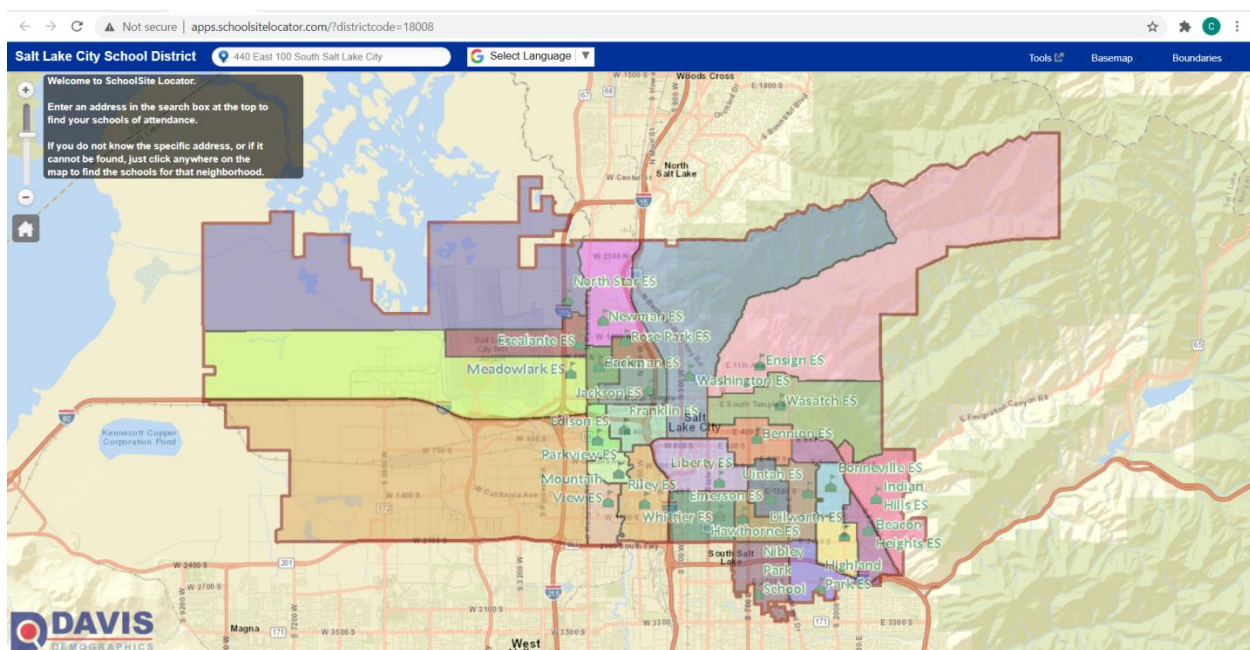
Open any web browser and go to <https://www.slcschools.org/>



Hover your cursor over where it says “Schools”, then click where it says “What School do I attend”

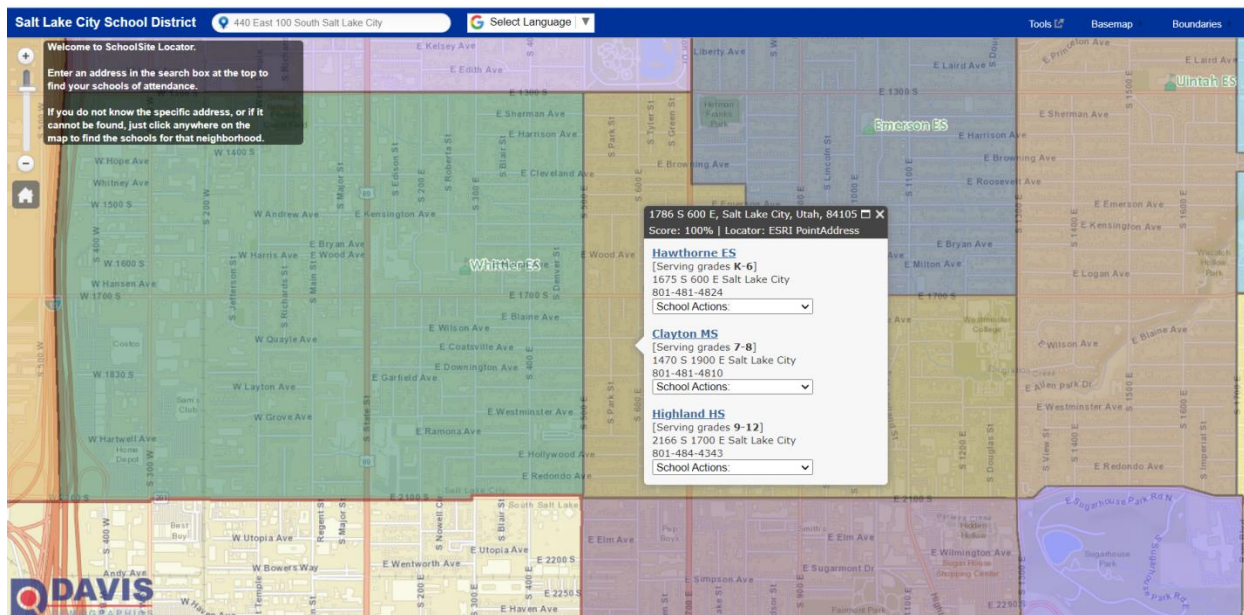


After doing so, you should be taken to a screen that looks like this. The different colored parts of the map correspond to different school boundaries.





Enter your address into the search bar up above, after confirming your address the map will zoom in onto your address and show you which schools' boundaries you live in. The results will be in a white table with the elementary school listed first, then the middle school, then the high school. These are your home school boundaries.



To help you determine if you would like your child to attend their “home” School, check out [www.greatschools.org](http://www.greatschools.org).

From this website, you can input your address and see the schools closest to you by rating. The rating a school receives is the summary of the calculation of four ratings designed to show different areas of school success: student or academic progress, college readiness, equality and test scores. Student progress measures whether students are improving over time on an individual level and academic progress measures whether the school is improving as a whole using school level data. College readiness measures how well high schools are preparing their students for success in college and careers. The rating is based on high school graduation rates, SAT and ACT performance and advanced course information. The Equity Rating is designed to measure how well a school serves the academic development of disadvantaged students and is measured by progress gaps between disadvantaged students and non-disadvantaged students, how disadvantaged students are performing based on student progress, academic progress and college and career readiness. The testing score measures academic proficiency using state test scores across grades and subjects. Together the ratings make up a score from 1-10 (1 being the lowest and 10 the highest).



## **Section 3: Enrollment**

Now that you have decided which school you would like your child to attend, it is time to enroll them.

When enrolling you will need to provide:

- a Proof of residence or an approved exception,
- a certified copy of the student's birth certificate or other reliable proof of the student's identity and age, and
- a certified and complete immunization record or official immunization exemption.

If you are enrolling for the first time at a school within your boundaries, open any web browser and go to <https://www.slcschools.org/parents>

The screenshot shows the website [slcschools.org/parents](https://www.slcschools.org/parents) in a web browser. The header features the Salt Lake City School District logo with the tagline "Your Best Choice" and a navigation menu with links: STUDENTS, PARENTS (highlighted), SCHOOLS, DEPARTMENTS, CALENDARS, DIRECTORY, and BOARD. Above the menu are links for Home, 801.578.8599, Employees, Jobs, Donate, and a search icon. The main content area is titled "Parents" in red. Below it is a section "Frequently Asked Questions" with five expandable items: "What school will my student attend?", "How do I enroll my child?", "How do I pay for school meals?", "How do I apply for free and reduced meals?", and "How do I apply to have my student attend a school outside my neighborhood boundaries?". At the bottom left, there is a "Food for Families" section with a language selector (English) and a notice about food distribution. At the bottom right, there is a "Helpful Links" section with a green button labeled "PARENT POWERSCHOOL PORTAL".

Near the top click where it says “How do I enroll my child”

The screenshot shows the Salt Lake City School District website. The header includes the district logo, contact information (801.578.8599), and navigation links for Home, Employees, Jobs, Donate, and a search icon. Below the header is a navigation bar with links for STUDENTS, **PARENTS**, SCHOOLS, DEPARTMENTS, CALENDARS, DIRECTORY, and BOARD. The main content area is titled "Parents" and features a "Frequently Asked Questions" section. The question "How do I enroll my child?" is highlighted with an orange border. Other questions include "What school will my student attend?", "How do I pay for school meals?", "How do I apply for free and reduced meals?", and "How do I apply to have my student attend a school outside my neighborhood boundaries?". To the right, there is a "Helpful Links" section with a green button labeled "PARENT POWERSCHOOL PORTAL". At the bottom, a language selector shows "English" and a notice about Food for Families distribution.

Next you should click where it says “Online Enrollment Application”.

This screenshot shows the same Salt Lake City School District website, but with the "How do I enroll my child?" question expanded. A green button labeled "ONLINE ENROLLMENT APPLICATION" is highlighted with an orange border. Below the button, there is a paragraph explaining the enrollment process: "To register and enroll in a Salt Lake City public school, prospective students must be at least five years of age on or before September 1 of the school year for which enrollment is sought. The following documentation is required (see below for more details).". This is followed by a bulleted list of requirements: "Proof of residence or an approved exception", "A certified copy of the student's birth certificate or other reliable proof of the student's identity and age", and "A certified and complete immunization record or official immunization exemption". Another paragraph states: "All students may attend their designated neighborhood school without consideration of enrollment capacity. Students who wish to attend a school other than their resident school may submit an [Open Enrollment Application](#) online during the early enrollment period, December 1 through the third Friday in February, for the upcoming school year. A student may also request a late enrollment transfer by submitting the same [online application](#) at any other time of year." A final paragraph mentions the McKinney-Vento Act. At the bottom, a language selector shows "English" and a notice about additional questions.

When you do this, a menu should appear that looks like this. Additionally, Salt Lake City school district's website has the capability to translate the page and application into a variety of languages simply click the arrow under where it says translate and look for your language (highlighted in green down below). After you have adjusted the language, click where it says "register as a new student" which is highlighted in yellow down below.

SALT LAKE CITY  
SCHOOL DISTRICT Online Registration

Request Support

I have attended a Salt Lake City School District School:

Register with your Student Number

I have NEVER attended school in this district before:

Register as a New Student

What do I need to register a new student?

Translate  
--Select--

Copyright ©2021 Salt Lake City School District

When you are filling out the application you are able to submit copies of your proof of residency, immunization record and photo ID. However, you will be required to bring your child's birth certificate to the school you choose to enroll at.

If you do not have internet access, local libraries are a good resource to utilize. You are also able to go to the school directly for assistance.

Enrolling a returning student:

If you are enrolling as a returning student at a school within your boundaries, open any web browser and go to <https://www.slcschools.org/parents>

**Parents**

**Frequently Asked Questions**

- ▶ What school will my student attend?
- ▶ How do I enroll my child?
- ▶ How do I pay for school meals?
- ▶ How do I apply for free and reduced meals?
- ▶ How do I apply to have my student attend a school outside my neighborhood boundaries?

**Food for Families**

four Community Learning Centers will be distributing Food for Families approximately twice a month. All families  
benefit. See the schedule below.

**Helpful Links**

PARENT POWERSCHOOL PORTAL

Near the top click where it says “How do I enroll my child”

**Parents**

**Frequently Asked Questions**

- ▶ What school will my student attend?
- ▶ How do I enroll my child?
- ▶ How do I pay for school meals?
- ▶ How do I apply for free and reduced meals?
- ▶ How do I apply to have my student attend a school outside my neighborhood boundaries?

**Food for Families**

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benefit. See the schedule below.

**Helpful Links**

PARENT POWERSCHOOL PORTAL

Next you should click where it says “Online Enrollment Application”.

The screenshot shows the 'Parents' section of the Salt Lake City Schools website. Under 'Frequently Asked Questions', the question 'How do I enroll my child?' is expanded, revealing a green button labeled 'ONLINE ENROLLMENT APPLICATION'. Below this, there is text about enrollment requirements and a list of required documents: proof of residence, birth certificate, and immunization records. At the bottom, there is a language selection dropdown currently set to 'English' and a contact number for Student Services.

When you do this, a menu should appear that looks like this. Additionally, Salt Lake City school district’s website has the capability to translate the page and application into a variety of languages simply click the arrow under where it says translate and look for your language (highlighted in green down below). After you have adjusted the language, click where it says “Register with your Student Number” which is highlighted in yellow down below.

The screenshot shows the 'Online Registration' page for Salt Lake City School District. It features a 'Request Support' button at the top right. The main content area has two registration paths: 'Register with your Student Number' (highlighted in yellow) and 'Register as a New Student'. Below these is a 'Translate' dropdown menu (highlighted in green) with a '--Select--' option. The footer contains the copyright notice 'Copyright ©2021 Salt Lake City School District'.

You will need your student's ID number and their registration Pin. If you have forgotten your student's registration pin you can obtain it by contacting your child's school.

Once you have logged back into the school's registration system, you will need to provide your proof of residency, update your contact information, pay any outstanding fees and complete additional documentation in order to confirm your enrollment for the school year.

### Open Enrollment:

If you want to enroll your student in a school whose boundaries you do not live in, you must file a request for a school choice permit online. The open enrollment period begins December 1st of the preceding school year and continues until the 3rd Friday in February of the following year. The sooner you apply for a school outside of your boundaries the more likely you are to be accepted. If you do not have internet access at home, public libraries are an excellent resource to use.

You can find the online application here:

<https://www.slcschools.org/schools/registration-information>

Click where it says "Open Enrollment Application".

The screenshot shows the Salt Lake City School District website. The header features the district logo on the left and navigation links (Home, 801.578.8599, Employees, Jobs, Donate, Search) on the right. A horizontal menu below the header includes links for STUDENTS, PARENTS, SCHOOLS (which is underlined), DEPARTMENTS, CALENDARS, DIRECTORY, and BOARD. The main content area is titled "Registration Information" in red. Below the title, a paragraph explains the enrollment process and required documentation. A bulleted list specifies the required documents: proof of residence, birth certificate, and immunization record. Further text describes the open enrollment period and the McKinney-Vento Act. At the bottom, contact information for Student Services is provided. A language selector at the bottom left shows "English" with a dropdown arrow.

**SALT LAKE CITY SCHOOL DISTRICT**  
*Your Best Choice*

Home 801.578.8599 Employees Jobs Donate

STUDENTS PARENTS SCHOOLS DEPARTMENTS CALENDARS DIRECTORY BOARD

## Registration Information

To register and enroll in a Salt Lake City public school, prospective students must be at least five years of age on or before September 1 of the school year for which enrollment is sought. The following documentation is required (see below for more details).

- Proof of residence or an approved exception
- A certified copy of the student's birth certificate or other reliable proof of the student's identity and age
- A certified and complete immunization record or official immunization exemption

All students may attend their designated neighborhood school without consideration of enrollment capacity. Students who wish to attend a school other than their resident school may submit an [Open Enrollment Application](#) online during the early enrollment period, December 1 through the third Friday in February, for the upcoming school year. A student may also request a late enrollment transfer by submitting the same [online application](#) at any other time of year.

Under the McKinney-Vento Act, homeless students are entitled to immediate enrollment and full participation in school even if they are unable to produce records normally required for enrollment.

For additional questions, please contact Student Services at (801) 578-8206.

English >



While you are filling out the application, you will be able to choose which grades and school you are trying to enroll in. If this application is accepted you will be enrolled at the school of your choosing.

Remember, if you choose to enroll at a school outside of your home boundaries, you will be ineligible for bussing to that school and will be responsible for getting your children to and from there.

## **Section 4: Resources**

Now that your child(ren) are enrolled, there are resources that may be available to you through the Salt Lake City School District:

Immunization exemptions: To receive a vaccination exemption form, the legally responsible individual who claims the exemption for the student must complete the online immunization education module. The education module can be accessed by going to: <https://immunize.utah.gov/immunization-education-module/>. After the successful completion of the module you will be emailed a vaccination exemption form that you need to fill out and turn into the school.

### Free and Reduced Lunch:

To apply for Free & Reduced price meals, you can fill out the application online found here: <https://www.slcschools.org/departments/child-nutrition/applications> or you can go to <https://www.fns.usda.gov/cn/translated-applications> print out and fill out an application that can be given to your school's kitchen manager or child nutrition department. You can fill out an application at any point during the school year, but especially if your financial or family situation changes during the year.

The Federal eligibility for Free and Reduced Meals changes each school year. Because of these annual changes, a new application must be submitted each year.

Transportation: Your child will be eligible for bussing to school, if you live at least 1.5 miles away from your child's boundary school. If you opt to enroll your child in a different school then you are responsible for transporting your child to and from school. You can view the district's active routes by visiting: <https://www.slcschools.org/departments/transportation/bus-routes>

If transportation is an issue, the UTA may have routes that will get your children closer to their school. You can buy monthly passes for children 6-17 (or those still attending high school) for reduced rates. The passes can be bought online at: <https://www.rideuta.com/Fares-And-Passes/Buy-A-Pass>. Look for the "Youth Monthly Pass" for local busses and TRAX access and the "Premium Youth Monthly Pass" if your children also need access to the FRONTRUNNER.

## Fees and Fee Waivers:

### Board Policy S-10 School Fees Schedule

2022-2023

#### PRE-K, ELEMENTARY, AND MIDDLE SCHOOL FEES

##### GENERAL INFORMATION

1. The maximum annual amount that a student may be charged is \$3,000.00.
2. All fees listed are the maximum amount charged per student for each class or school-sponsored activity. Actual amount charged may be less.
3. Any payment for student participation in a class, program, or activity is a fee and is subject to the fee waiver requirement. For information on fee waivers and other details, contact your school administrator.
4. All students are responsible to pay for any loss, breakage, or damage they cause to school property. Loss breakage, or damage is not subject to the waiver requirement.
5. Donations are permissible in both elementary and secondary schools, but all such requests are voluntary. A student may not be excluded from an activity or program because they did not make a donation.
6. The district does not allow required individual student fundraising. Students may be required to participate in group fundraising.

##### DEFINITION

Spend Plans: An explanation of how the district uses the collected fees, including fundraising monies. Spend plans will be noted at the beginning of each section or parenthetically after the fee name/type.

##### EARLY CHILDHOOD

###### SPEND PLAN:

Tuition helps cover cost of staffing one instructor and one paraprofessional, art materials, assessment portfolio, and a daily healthy snack.

Registration fees help cover consumable supplies and materials and contract printing.

	One-Time Fee	Monthly Fee
<b>NON-TITLE I PRE-K 3 PROGRAM</b>		
Tuition		\$110.00
Registration Fee	\$80.00	
Total cost of program varies based on the number of months student attends.		
<b>NON-TITLE I PRE-K 4 PROGRAM</b>		
Tuition		\$230.00
Registration Fee	\$80.00	
Total cost of program varies based on the number of months student attends.		
<b>NON-TITLE I PRE-K 4 PROGRAM FULL-DAY PROGRAM</b>		
Tuition		\$460.00
Registration Fee	\$80.00	
Total cost of program varies based on the number of months student attends.		
<b>TITLE I PRE-K 3 PROGRAM FOR 2.5 HOUR A DAY</b>		
Tuition		\$45.00
Registration Fee	\$25.00	
Total cost of program varies based on the number of months student attends.		
<b>TITLE I PRE-K 4 PROGRAM FOR 3 HOUR A DAY</b>		
Tuition		\$80.00
Registration Fee	\$25.00	
Total cost of program varies based on the number of months student attends.		
<b>TITLE I PRE-K 4 FULL-DAY PROGRAM</b>		
Tuition		\$160.00
Registration Fee	\$25.00	
Total cost of program varies based on the number of months student attends.		
<b>NON TITLE I PRE-K 4 REMOTE LEARNING OPTION</b>		
Tuition		\$80.00
Registration Fee	\$25.00	
Total cost of program varies based on the number of months student attends.		
<b>TITLE I PRE-K 4 REMOTE LEARNING OPTION</b>		
Tuition		\$40.00
Registration Fee	\$25.00	
Total cost of program varies based on the number of months student attends.		
<b>PARENTS AS TEACHERS (PAT) PARENT AND CHILD TOGETHER CLASSES</b>		
Registration Fee (staffing, art supplies, assessment portfolio, snack)	\$80.00	per year

\*\*\* The following fees are waivable unless otherwise indicated \*\*\*

##### ELEMENTARY SCHOOLS - GENERAL

	One-Time Fee
OVERNIGHT FIELD TRIP (lodging, transportation, food, instruction, consumable supplies)	\$75.00

The proceeding table lists the maximum amounts that may be charged per student for each activity, class, or athletics participation. Actual fee amounts are determined by your school and can be confirmed on your school's website.

## Fee Waivers

Fee waiver applications are available at every school's main office and online at:

<https://www.schools.utah.gov/schoolfees?mid=4340&tid=3>

Fee waiver applications and the relevant documentation are to be submitted to your child's principal, for review and approval.

## Special Education Services (Section 504 Plans and IEP's)

Section 504 is the part of the Rehabilitation Act of 1973 which applies to persons with disabilities. Section 504 is a civil rights act protecting the civil and constitutional rights of persons with disabilities.

Section 504 states: "No otherwise qualified individual with a disability ... shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to any discrimination under any program or activity receiving Federal financial assistance."

An IEP is an "Individualized Education Plan" It is a legal document that identifies the special education instruction, support and services to help your child succeed in school.

For Special Education Services you may ask any teacher, administrator or counselor to request special educational services or an evaluation.

Once you have made the request, they will provide you with any paperwork and directions to continue the process.

## Utah Parent Center Information

<https://utahparentcenter.org/projects/districts/slc/>

Parent Consultant Serving Families in Salt Lake City School District

Email: [amy@utahparentcenter.org](mailto:amy@utahparentcenter.org)

Phone Number: 801-856-1264

The Utah Parent Center has partnered with the Salt Lake City School District to provide free assistance to families of children with special educational needs.

If your child has special needs, so do you! The Parent Consultant serving families in Salt Lake City School District offers: training, information, referrals, and assistance

These services are offered to parents through the provision of one-on-one consultations by phone or in person, and group workshops and presentations.

Before School Programs:

Bryant, Glendale, Northwest, Horizonte middle schools all participate in the Breakfast in Class program, which means that the first 10 minutes of class time is dedicated to students eating breakfast.

All other schools in the district offer breakfast up to half an hour before school starts. Check with your school to confirm what time breakfast is served.

After school programs:

Most schools in the district have multiple after school opportunities be they athletic, artistic, or academic in nature. The best ways to find out about them are to check your school's website and to keep an eye out for information brought home by your children. The schools' websites are found on pages 21

## Appendix I: School Contact Information

<b>School Name</b>	<b>Address</b>	<b>Phone Number</b>	<b>Website</b>
Clayton	1470 South 1900 East, Salt Lake City, Utah 84108	801.481.4810	<a href="https://dayton.slcschools.org/">https://dayton.slcschools.org/</a>
Glendale	1430 West Andrew Avenue, Salt Lake City, Utah 84104	801.974.8319	<a href="https://glendale.slcschools.org/">https://glendale.slcschools.org/</a>
Hillside	1825 South Nevada Street, Salt Lake City, Utah 84108	801.481.4828	<a href="https://hillside.slcschools.org/">https://hillside.slcschools.org/</a>
Northwest	1730 West 1700 North, Salt Lake City, Utah 84116	801.578.8547	<a href="https://northwest.slcschools.org/">https://northwest.slcschools.org/</a>
SLCSE-Bryant	40 South 800 East, Salt Lake City, Utah 84102	801.578.8118	<a href="https://bryant.slcschools.org/">https://bryant.slcschools.org/</a>



## Appendix II: School Counselors, Social Workers and Psychologists

Each school in the Salt Lake City School District has personnel specifically assigned to help you and your children establish healthy development and create positive boundaries around social, emotional and psychological health. These staff include social workers, school psychologists, speech language pathologists, and more.

Social workers and psychologists can provide counseling while providing social, emotional, and psychological support, they also help with IEP's and other accommodations, and can give referrals to outside resources.

Speech language pathologists help students with communication delays. They can help your children with literacy, fluency, articulation, and social communication issues.

Guidance Counselors help with academic and behavioral challenges. The four digits after the x below, are the extensions to dial to directly reach the individual. If a phone number is not listed, you can always reach out to them via email or contact your school's main office to determine how to get in contact with the person.

Below is a list of all of the service providers within the middle schools in the district so you can easily contact them as needed.

School	Title	Name	Phone Number	Email
Clayton	Counselor (A-G last Names)	Mark Catmull	801.481.4810 EX: 1014	<a href="mailto:mark.catmull@slcschools.org">mark.catmull@slcschools.org</a>
Clayton	Counselor (H-N Last Names)	Anena Gardner	801.481.4810 EX: 1009	<a href="mailto:anena.gardner@slcschools.org">anena.gardner@slcschools.org</a>
Clayton	Counselor (O-Z Last Names)	Gina Williams	801.481.4810 EX: 1013	<a href="mailto:regina.williams@slcschools.org">regina.williams@slcschools.org</a>
Clayton	District Social Worker	Bobbi Morgan		<a href="mailto:bobbi.morgan@slcschools.org">bobbi.morgan@slcschools.org</a>

Glendale	6th Grade Counselor	Jerly Alcala Gomez	801.974.8319 EX: 1055	<a href="mailto:jerly.alcala-gomez@slcschools.org">jerly.alcala-gomez@slcschools.org</a>
Glendale	7th Grade Counselor	Veronique Markowitz		<a href="mailto:veronique.markowitz@slcschools.org">veronique.markowitz@slcschools.org</a>
Glendale	8th Grade Counselor	Cassidy Bell	801.974.8319 EX: 1061	<a href="mailto:cassidy.bell@slcschools.org">cassidy.bell@slcschools.org</a>
Glendale	Social Worker	KC Santistevan	801.974-8319 EX: 1076	<a href="mailto:kc.santistevan@slcschools.org">kc.santistevan@slcschools.org</a>
Glendale	Student Advocate	Dayeli Valle-Rodriguez		<a href="mailto:dayeli.vallerodriguez@slcschools.org">dayeli.vallerodriguez@slcschools.org</a>
Glendale	School Social Worker	Dane Hess		<a href="mailto:dane.hess@slcschools.org">dane.hess@slcschools.org</a>
Hillside	Counselor (A-K Last Names)	Liz Neff-Mikolash	801.481.4828 EX: 1016	<a href="mailto:elizabeth.neff-mikolash@slcschools.org">elizabeth.neff-mikolash@slcschools.org</a>
Hillside	Counselor (L-Z Last Names)	Cari Fifield	801.481.4828 EX: 1015	<a href="mailto:cari.fifield@slcschools.org">cari.fifield@slcschools.org</a>
Hillside	Social Worker	Heidi Kulicke	801.481.4828 EX: 2004	<a href="mailto:heidi.kulicke@slcschools.org">heidi.kulicke@slcschools.org</a>
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