

Minutes of Board Workshop

A Board Workshop for the Board of Trustees of Bay St. Louis–Waveland School District was held on September 12, 2011, beginning at 4:30 PM at 201 Carroll Avenue, Trailer #5, Bay St. Louis, Mississippi.

Present were Sherry Ponder, President, Cleland Williams, Cheryl Ladner, Robinette Lawler and Mike Benvenuti.

Ronnie Artigues, School Board Attorney was present at this workshop.

Taylor Guild and Jennifer Seymour with Eley Guild Hardy Architects presented a proposed plan for the new administration building which would be located next to the Ingram Building on Ulman Avenue.

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Bay St. Louis-Waveland
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Minutes of Regular Meeting

A Regular Meeting of the Board of Trustees of Bay St. Louis–Waveland School District was held September 12, 2011, beginning at 5:30 PM at 201 Carroll Avenue, Trailer #5, Bay St. Louis, Mississippi.

I. Call to Order

Call to Order the September 12, 2011 meeting @ 5:30 p.m.

Sherry Ponder, President, called the meeting to order.

Board members present for roll call: Sherry Ponder, Clevand Williams, Cheryl Ladner, Robinette Lawler and Mike Benvenuti. A quorum was present at this meeting.

Ronnie Artigues, School Board Attorney was present at this meeting.

Others Present:

Rebecca Ladner, Superintendent of Education
Rusty Dempsey, Assistant Superintendent
Lisa Hinson
Toy Watts
Cheri Labat
Toni Haas
Frances Weiler
Taylor Guild
Amy Coyne
Marca Alexander
Brad Barlow
Jennifer Seymour
Lisa Eveleigh
Vikki Wescovich
Samantha Johnson

Judi Summers
Mary Rayborn
Justin Ladner
Wayne Purl
Ross Bell
Joan Estapa
Myron Labat
Lee Pamela
Ron Thorp
Lana Noonan
Jeremy Grubbs
Lisa Planchard
Mark Planchard
Lynel Ncaise Honey Spoon
Cristine Ladner

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OCT 10 2011

Bay St. Louis-Waveland
SCHOOL BOARD

II. Moment of Silence

All in attendance participated in a Moment of Silence.

III. Pledge of Allegiance

All in attendance said the Pledge of Allegiance.

IV. Approval of Agenda

On a motion by Trustee Benvenuti, seconded by Trustee Lawler, the Board approved the Agenda as presented. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

V. Approval of the Minutes

On a motion by Trustee Lawler, seconded by Trustee Benvenuti, the Board approved the Minutes of August 15, 2011 as presented. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

VI. Board Input

Trustee Lawler congratulated school board attorney Mr. Ronnie Artigues as being named one of the Best Lawyers in America. Trustee Ponder spoke about NAMI (National Alliance of Mental Illness), 6 week course beginning September 20, 2011, to be held at the Waveland Public Library. This program is being funded through BP Oil. Trustee Ponder acknowledge that the board did received Mrs. Noonan's letter regarding the proposed new administration building. Trustee Ponder spoke about the dedication ceremony honoring the late Dr. Kim Stasny and proposed that the Board renamed the Early Education Center.

Dr. Kimberly M. Stasny Early Education Center

On a motion by Trustee Benvenuti, seconded by Trustee Williams, the Board approved to accept the tree and plaque donated and planted by the Bay St. Louis Rotary Club in honor of the late *Dr. Kimberly M. Stasny*. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

On a motion by Trustee Benvenuti, seconded by Trustee Williams, the Board approved to rename *The Early Education Center* the ***Dr. Kimberly M. Stasny Early Education Center***. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

VII. Community Input

Cristine Ladner asked if the District could explain the guidelines and procedures in regards to FEMA funded projects. Toni Haas suggested the District use the resources of *AbLib* to clarify the facts in regards to the District when information is published in the media.

VIII. Consent Agenda

A. Docket

Approved the September 12, 2011 Docket of Claims: Claim #'s **24948 – 25213** and the Mini Claims Docket for the month of August 2011 – Claim No. **900018 to 900121**

B. Fund Raisers

Approved the following Fund Raisers:

- **Tom Woodward, BHS Science Club #470:** October 3 to 14, 2011. Snack Sale. Anticipated Profit: \$1,500.00, to be used for trips and supplies.
- **Tom Woodward, BHS Science Club #470:** January 9 to 20, 2012. Snack Sale. Anticipated Profit: \$1,500.00, to be used for trips and supplies.
- **Amy Coyne, BHS Spirit Club #452:** 9/23/11; 11/18/11; 12/2/11; 1/27/12 and 3/30/12. Free Dress Day. Anticipated Profit: \$ 600.00, to be used to travel to away games and spirit items.
- **Amy Coyne, BHS Spirit Club #452:** September 15 to June 1, 2012. Senior Video. Anticipated Profit: \$ 500.00, to be used for scholarship for 2012 Senior.
- **Linda Jenkins, BHS Senior Class #485:** September 20 to November 1, 2011. Senior Hoodies and T-Shirts Sale. Anticipated Profit: \$ 200.00, to be used for Senior Picnic.
- **Lis Bosarge, Life Skills Class:** September 13 to May 22, 2012. School Store. Anticipated Profit: \$200.00, to be used to restock school store.

APPROVED
OCT 10 2011

Bay St. Louis-Waveland
SCHOOL BOARD

- **Priscilla Austin, Dance Class #475:** September 15 to October 7, 2011. Pizza / Cookie Dough Brochure Sale. Anticipated Profit: \$ 1,000.00, to be used for recital costuming, props, scenery.
- **AJ Johnson-Young, AFJROTC #458:** September 16 to 23, 2011. Sell Krispy Kreme Donuts. Anticipated Profit: \$ 500.00, to be used for supplies / activities for cadet participation.
- **AJ Johnson-Young, AFJROTC #458:** October 3 to November 11, 2011. Hoodies and T-Shirt Sale. Anticipated Profit: \$ 500.00, to be used for supplies / activities for cadet participation.
- **Allen Cummings, BHS Art Club #474:** September 19 to December 16, 2011. Art Sale. Anticipated Profit: \$ 200.00, to be used to fund new projects and field trips.
- **Suzy Gilmore, PAWS / BWMS Cheer #488:** September 23, 2011. Homecoming Dance. Anticipated Profit: \$700.00, to be used for Breakthrough Banner.
- **Suzy Gilmore, PAWS #481:** September 13 to June 1, 2012. Domino's Pizza Night. Anticipated Profit: \$500.00, to be used for student incentives.
- **Lou Monti, YEB #496:** September 13 to May 23, 2012. School Store and Sign Shop. Anticipated Profit: \$ 500.00, to be used to replenish store supplies.
- **Patches Oliver, Renaissance Club #487:** September 13 to May 23, 2012. Domino's Pizza. Anticipated Profit: \$ 200.00, to be used for Renaissance incentives and pep rally.
- **Dale Pohl, Art Department:** September 13, 2011 to March 30, 2012. Artsonia (on-line art gallery). Anticipated Profit: \$250.00, to be used for art supplies.

C. Contract Services

Approved the following Contract Services:

- **Stewart Sneed Hewes (Fidelity National Indemnity Insurance Company),** for \$ 849.00 for the Flood policy for the central office modular trailer (maintenance office), for coverage from September 21, 2011 through September 21, 2012, to be funded through District Maintenance.
- **Stewart Sneed Hewes,** for \$ 42,404.00, for the 2011-2012 renewal of the workers compensation coverage from Union Standard Insurance Company, effective October 1, 2011 through October 1, 2012, to be funded through District Maintenance.
- **NCS Pearson,** for \$ 46,740.00, for the renewal of *SuccessMaker* software, training, support, and materials for students in K to 8, effective March 24, 2012 through March 23, 2013, to be funded through Title I and ARRA Title I.
- **Kimberly Alford, CPA, not to exceed \$ 1,100.00,** for additional services in preparing the financial statements and notes for the year ending June 30, 2010.

Amended the transportation contract listed below, which were originally board approved at the August 15, 2011 board meeting, due to the change in location to meet bus for transportation to Gulf Oaks.

- **Ann Laneaux,** for \$ 4.73 per day, previously approved for \$ 15.82 per day, for the number of days present during the 2011-2012 school year for transportation of student to the destination point to meet bus for transportation to Gulf Oaks, to be funded through IDEA.

Pamela Anderson, for \$ 7.28 per day, previously approved for \$ 6.86 per day, for the number of days present during the 2011-2012 school year for transportation of student to the destination point to meet bus for transportation to Gulf Oaks, to be funded through IDEA.

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OCT 10 2011

Bay St. Louis-Waveland
SCHOOL BOARD

D. Sole Source

Approved the following Sole Source vendor:

NCS Pearson, sole source provider for *SuccessMaker* software.

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OCT 10 2011

E. Retirement / Resignation – Release from Contract

MOVED TO EXECUTIVE SESSION

Bay St. Louis-Waveland
SCHOOL BOARD

F. Personnel Recommendations

2011-2012 Certified Employee Recommendations

Approved the following Certified Personnel for the 2011-2012 school year, pending background check, if needed.

Mark Planchard	Bay High School	Effective September 13, 2011
Jennifer Roberts	Waveland Elementary	Effective September 13, 2011

2011-2012 Non-Certified Employee Recommendations

Approved the following Non-Certified Personnel for the 2011-2012 school year, pending background check, if needed.

Josh Garcia	BHS SPED Teacher Assistant	Effective September 13, 2011
Hope Furr	WE Teacher Assistant	Effective September 12, 2011

G. Employee Stipends

Approved to pay the following stipends as listed below:

Kelly Case, Joan Estapa and Marietta Murray, to be paid \$ 25.00 per hour, not to exceed three hours per person per week, for Early Bird Tutoring at BWMS and NBE for the 2011-12 school year, to be funded through Title I.

H. Athletic Worker (addition)

Approved *Harold Gillum* as an athletic worker for the 2011-2012 school year.

I. Fixed Asset Inventory

Approved to declare the following surplus equipment, remove from the fixed asset inventory, and proceed with proper disposal.

#2913	CPU Dell	J37WWD1	BWMS Rm. 308
#2679	CPU Dell	62H7TT41	BHS Rm. 16
#653	Printer HP	CNGXC04085	CO Tr. 2B
#894	CPU Dell	83MPN81	WES Cafeteria
#896	CPU Dell	F3MPN81	WES Cafeteria
#649	CPU Dell	799PN81	WES Cafeteria
#904	CPU Dell	42LPN81	WES Cafeteria
#022	Printer HP	CHH521580	CO Tr. 4
#909	CPU Dell	3CLPN81	BWMS Cafeteria
#912	CPU Dell	3DLPN81	BWMS Cafeteria
#733	CPU Dell	JTSCP91	BWMS Rm. 302
#913	CPU Dell	68G4YB1	BHS Cafeteria
#1067	CPU Dell	5B9PN81	BHS Cafeteria

J. Donation / Fixed Asset Inventory

Accepted the following donations as listed below:

- From *Wal-Mart Community Giving Grant*, in the amount of \$ 500.00, for use at the Crossroads Learning Center.
- From *Hancock County Community Development Foundation*, in the amount of \$250.00 for Bay High School and \$ 1,000.00 for North Bay Elementary, for being the recycle winners for 2011.

- From **Mrs. Laura Brown**, for a 4 foot GE deep freezer* valued at \$ 300.00, to be used by the BHS Band for holding ice in the concession stand.
*Approved for the above freezer be added to the fixed asset inventory.

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OCT 10 2011

K. Student Release / Transfer

Approved to accept the following student as listed below:

Student YYY (██████████)*** 12 From Hancock County School District
***Requesting tuition be waived due to financial hardship.

**Bay St. Louis-Waveland
SCHOOL BOARD**

L. FY12 Consolidated Federal Programs Application

Approved the FY12 Consolidated Federal Programs Application as listed below:

	<u>FY12 Allocation</u>
Title I (Improving Basic Programs)	\$770,979.00
Title II (Teacher & Principal Training)	\$218,338.00

M. Our Ladys Academy Reimbursement

Approved to reimburse **Our Lady Academy**, in the amount of \$ 5,695.35, for professional development fees, as per our Title II requirements and plan for private schools.

N. Addendum to MOA between BWSL and Hancock Medical Center

Approved the addendum to the memorandum of agreement between the *Bay St. Louis – Waveland School District* and *Hancock Medical Center* as listed below:

This Addendum to Memorandum of Agreement is made and entered into by and between HANCOCK MEDICAL CENTER and the BAY ST. LOUIS – WAVELAND SCHOOL DISTRICT as follows:

WHEREAS, Hancock Medical Center and the Bay St. Louis-Waveland School District have executed a Memorandum of Agreement for the 2011-2011 for the provision of certain services; and

WHEREAS, a copy of said Memorandum of Agreement executed by Hancock Medical Center and the Bay St. Louis-Waveland School District is attached hereto as exhibit "A" and specifically incorporated herein; and

WHEREAS, the parties to that Memorandum of Agreement desire to hereby amend the scope of that Agreement for the purpose of adding to and enlarging the roles and responsibilities as set out therein;

IT IS, THEREFORE, AGREED AS FOLLOWS:

1. For the term of the Agreement attached hereto as exhibit "A," Hancock Medical Center shall provide to the Bay St Louis-Waveland School District a minimum of one duly accredited Athletic Trainer, who is a certified healthcare professional trained in the field of sports medicine, to assist in the prevention and treatment of injuries to students involved in physical education and athletic activities, and to assist in educating students on how to reduce their risk for injuries and on the proper use of equipment, exercises and therapy programs.
2. All other terms, conditions and obligations set forth in the parties' Agreement that is attached hereto as exhibit "A" not otherwise modified herein shall remain in full force and effect.

O. Royalty Agreement (District and LRG Prep, LLC)

Approved the agreement between the *Bay St. Louis – Waveland School District* and *LRG Prep, LLC*. By executing this agreement, the District will participate in the National Federal of State High Schools Licensing Program which is designed to provide royalties collected on school identified merchandise sold at national and regional retailers.

P. 2011-2012 Non-Certified Pay Scales (Re: Transfers Positions within District)

Approved that any employee who transfers **FROM** *Teacher Assistant/Aid Position* **TO** *In-School Suspension & Exclusion Monitor, Permanent Sub, Computer Lab Assistant, Library Assistant, Career Center Assistant*, they shall be remain on the "Teacher Assistant/Aid Salary Scale".

Teacher Assistants / Aids

0	11.26
1 to 3	11.58
4 to 6	11.67
7 to 9	11.76
10 to 12	11.85
13 to 15+	12.51

In-School Suspension & Exclusion Monitors, Permanent Subs, Comp. Lab Assist, Library Assist., Career Center Assistant

0	10.74
1 to 3	11.07
4 to 6	11.16
7 to 9	11.25
10 to 12	11.34
13 to 15+	12.00

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OCT 10 2011

**Bay St. Louis-Waveland
SCHOOL BOARD**

Q. BWSD Mentoring Program Handbook

Approved approval of the BWSD Mentoring Program Handbook.

R. Amend 2011-2012 Budget (Amendment #2)

Approved to amend the 2011-2012 Budget (Amendment #2).

S. Ad Valorem Request to City of BSL

Approved that it be recorded in the September 12, 2011 School Board Meeting Minutes, that the Ad Valorem request was delivered to the City of Bay St. Louis on August 09, 2011.

Approval of Consent Agenda

On a motion by Trustee Benvenuti, seconded by Trustee Ladner, the Board approved the Consent Agenda as presented above, with the exception of Item E. Retirement / Resignation and Release from Contracts, which was moved to Executive Session. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

IX. Reports/Recognitions/Requests:

A. Superintendent's Report

1. Enrollment Report
2. Special Events
3. Child Nutrition Summer Review
4. October Board Meeting – Recognition Month
5. Cash Balance Report

B. Reports – For Information Purposes (No Action)

Mrs. Lynel Necaise

1. Financial Statement
2. AdValorem
3. Casino Revenue
4. FEMA Project Worksheets

C. Facilities Report

Mr. Brad Barlow

On a motion by Trustee Benvenuti, seconded by Trustee Lawler, the Board approved to move the October 10, 2011 School Board Meeting to Bay-Waveland Middle School, due to this being a Recognition month. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

X. Action Agenda:**A. Pay Applications – Rain/Impact Days**

On a motion by Trustee Benvenuti, seconded by Trustee Williams, the Board approved the pay applications as listed below, and denied rain/impact days be granted.

Applications for Payment: **Window Replacement Package**

Pay Application: #10-008-8 – Eley Guild Hardy Architects

Approved payment to **Eley Guild Hardy Architects** for Invoice Number 10-008-8 in the amount of \$ **9,837.98** for the Construction Administration Phase (Site Work) for this project.

Applications for Payment: **Metal Siding Package**

Pay Application: #4 (C11059-4) Crown Architectural Metal

Pay Application: #10-007-8 – Eley Guild Hardy Architects

Approved application payment No. Four (4) to **Crown Architectural Metal Co.**, in the amount of \$ **151,347.35** for the above referenced project and approve payment to **Eley Guild Hardy Architects** for Invoice Number 10-007-8 in the amount of \$ **2,952.83** for the Construction Administration Phase (Site Work) for this project.

Applications for Payment: **Re-Roofing Package**

Pay Application: #4 (10-006-04) E. Cornell Malone Corp.

Approved pay application No. Four (4) to **E. Cornell Malone Corporation** in the amount of \$ **117,348.75** for the above referenced project.

Rain / Impact Days: Re-Roofing – E. Cornell Malone Corporation
DENIED the contract time be adjusted for rain/impact days in regards to the Re-Roofing project for E. Cornell Malone Corporation. Note, they had requested that thirteen (13) days be added for the time period from 7/16/11 through 8/15/11. This request was denied by the Board of Trustees.

Applications for Payment: **Cafeteria Repairs**

Pay Application: #1 (1318-01) J.W. Puckett & Co., Inc.

Approved pay application No. One (1) to **J.W. Puckett & Co., Inc.**, in the amount of \$ **94,032.43** for the above referenced project and approve payment to **Eley Guild Hardy Architects** for Invoice Number 10-024-03 in the amount of \$ **2,125.35** for the Construction Administration Phase (Site Work) for this project.

Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None.
Motion carried.

**B. Canopy Repairs (Bay High School & Bay-Waveland Middle School)
Change Order - Sullivan Enterprises, Inc.
Project # 09-031 – Change Order #1**

On a motion by Trustee Lawler, seconded by Trustee Williams, the Board approved Change Order No. One (1) in the amount of (\$ 18,000.00) decreasing the Contract Sum from \$ 238,500.00 to \$ 220,500.00 for Canopy Repairs for the Middle School and High School, Bay St. Louis – Waveland School District, which will reduce ECHA fees for this project. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

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OCT 10 2011
Bay St. Louis-Waveland
SCHOOL BOARD

Certificate of Substantial Completion

Project # 09-031 – Canopy Repairs – Sullivan Enterprises, Inc.

On a motion by Trustee Benvenuti, seconded by Trustee Ladner, the Board approved the Certificate of Substantial Completion (AIA Document G704) for Project #09-031– for the Canopy Repairs for the Bay High School and Bay-Waveland Middle School. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

Final Payment

Application for Payment: **Canopy Repairs**

Pay Application: #4 Project # 09-031-04 – Sullivan Enterprises, Inc.

On a motion by Trustee Benvenuti, seconded by Trustee Lawler, the Board approved application payment No. Four (4) to *Sullivan Enterprises, Inc.*, in the amount of **\$ 4,734.10** for the above referenced project. This is the final payment on this project. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

C. Application for Payment: Playground Equipment at North Bay Elementary

Jefcoat Construction, LLC. – Payment if Full

On a motion by Trustee Benvenuti, seconded by Trustee Ladner, the Board approved payment to *Jefcoat Construction, LLC.*, in the amount of **\$ 52,196.81** for the playground equipment at North Bay Elementary. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

D. Application for Payment: Pay Application: #11-021-1

Eley Guild Hardy Architects – Adaptive Playground Equipment

On a motion by Trustee Benvenuti, seconded by Trustee Williams, the Board approved to pay *Eley Guild Hardy Architects* for the Architectural Services 100% through the Bidding Phase plus reimbursable expenses in the amount of **\$ 2,798.19** for the Adaptive Playground Equipment for Waveland and North Bay Elementary Schools. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

E. Agreement between BWS&L & Landscape Structures, Inc.

Adaptive Playground Equipment

On a motion by Trustee Benvenuti, seconded by Trustee Lawler, the Board approved the Standard Form of Agreement Between Owner and Contractor (AIA Document A101-2007) in the amount of **\$ 45,986.00** for the Adaptive Playground Equipment for Waveland and North Bay Elementary Schools and authorizes the Superintendent to sign said agreement. Eley Guild Hardy Architects has reviewed the Performance and Payment Bond as well as the Certificate of Insurance and find them to be in order. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

XI. Executive Session – Personnel and Legal Matters

Motion to consider going into executive session

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OCT 10 2011

Bay St. Louis-Waveland
SCHOOL BOARD

On a motion by Trustee Lawler, seconded by Trustee Benvenuti, the Board approved the motion to consider going into Executive Session for Student and Legal Matters. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

On a motion by Trustee Lawler, seconded by Trustee Benvenuti, the Board approved the motion to go into executive session. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

On a motion by Trustee Lawler, seconded by Trustee Benvenuti, the Board approved the motion to resume to regular session. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

No positive or negative action was taken during executive session.

Motions After Executive Session

1. Section 179D Allocation Letter

On a motion by Trustee Lawler, seconded by Trustee Ladner, the Board approved to authorize the Superintendent to sign the Section 179D allocation letter on behalf of Eley Guild Hardy Architects (EGHA) and attorney Jim Young. Voting Yea: Ponder, Williams, Ladner and Lawler. Voting Nay: Benvenuti. Motion carried.

2. Selected Realtor to market Second Street Elementary Property

On a motion by Trustee Williams, seconded by Trustee Benvenuti, the Board approved to select *John McDonald Realty* as the realtor to market the Second Street Elementary Property, to be in compliance with the FEMA MOA. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

3. Retirement/Resignation (Item F from Consent Agenda)

On a motion by Trustee Benvenuti, seconded by Trustee Lawler, the Board approved the following resignation and retirement and approved to release these teachers from their current contract:

Paula Rossetti	BHS Teacher	Retiring	Effective September 1, 2011
Stephanie Abel	BHS Teacher	Resigning	Effective September 2, 2011

Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.

XII. Adjourn

There being no further business to come before the Board at this time and on a motion by Trustee Benvenuti, seconded by Trustee Lawler, the Board adjourned. Voting Yea: Ponder, Williams, Ladner, Lawler and Benvenuti. Voting Nay: None. Motion carried.


 PRESIDENT SECRETARY
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 OCT 10 2011