

**EASTERN CENTER FOR ARTS AND TECHNOLOGY  
JOINT OPERATING COMMITTEE MINUTES  
WEDNESDAY, APRIL 12, 2023**

Dr. Art Levinowitz, President, called the public meeting of the Joint Operating Committee to order at 8:01 p.m. with the following members in attendance via Zoom:

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Mr. Daniel Kaye	Abington
	Bryn Athyn
Mr. Charles Burdell-Williams	Cheltenham
Ms. Tara Conner-Hallston	Hatboro-Horsham
Ms. Carolyn Riley	Jenkintown
	Lower Moreland
	Springfield
Dr. Art Levinowitz	Upper Dublin
Ms. LouCrecie Garlanger	Upper Moreland
Kenneth Roos, Esq.	Solicitor
Dr. Jill Takacs	Superintendent of Record
Dr. Cathleen Plesnarski	Executive Director
Ms. Katie Braun	Business Manager

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A motion carried unanimously will necessarily, by reference, include each voting member in attendance.

### **SALUTE TO THE FLAG**

Dr. Art Levinowitz led the Joint Operating Committee and audience in a salute to the flag.

### **MINUTES**

Mr. Daniel Kaye moved approval of the Joint Operating Committee minutes of the regular and agenda session meeting of March 8, 2023.

Motion carried unanimously.

### **EXECUTIVE SESSION ANNOUNCEMENT**

Mr. Kenneth Roos, Esquire announced that the Executive Session was held prior to the meeting discussing labor relations, a personnel matter and a confidential student issue.

### **PRESIDENT'S REPORT**

#### **Informational:**

## Student Success

Eastern Center for Arts and Technology/ Cheltenham High School senior, Tyson Foggie, has received a Presidential Scholarship from High Point University in North Carolina, where he plans to dual major in Game Design and Graphic Design.



## Representatives Visit and State Competitors

Representative Guent and Representative Cerrato visited EASTERN with Alan Malachowski, PSEA Mideastern Region President. This was set up through PSEA. We leveraged this tour to highlight our students and to advocate for support of Governor Shapiro’s budget, which calls for a \$17.3 million (16%) increase for Career and Technical Education. Our PM SkillsUSA state competitors were able to attend the lunch, meet the representatives, and share their experiences with their competitions and EASTERN. After lunch, Dr. Plesnarski and Dr. Levinowitz toured the school with our guests.

## Superintendents and State Competitors

The Superintendents had the opportunity to have breakfast with the AM SkillsUSA State competitors prior to their regularly scheduled meeting with Dr. Plesnarski on April 11, 2023. Student competitors introduced themselves, and discussed their competition, and future plans. The State Competition will be held in Hershey beginning from April 12 through 14.

## Women’s History Month

March was Women’s History Month. To celebrate, we focused on the following EASTERN students and alumna in non-traditional careers:

Cassie Lynch	Alumna	Veterinary Science/Jenkintown
Tori Simmons	Student	Veterinary Science/Cheltenham
Taylor Schulz	Student	Business and Technology Professional/Springfield
Jane Rickards	Student	Robotics and Automated Technology/Abington
Reese Fichter	Student	Culinary Arts/Upper Dublin
Betsy Herczeg	Alumna	Allied Health/Springfield

## **FINANCIAL REPORT – For the Period Ending March 31, 2023**

### **Informational:**

The Joint Operating Committee acknowledged receipt of the following:

- Statement of Revenues and Expenditures as presented
- Status of the Capital Reserves Fund Revenues for the period ended March 31, 2023, showing cash and investment balances of \$1,027,935.22 as presented

### **Action:**

#### **Treasurer's Report**

Mr. Charles Burdell-Williams moved acceptance of the Treasurer's Report for the period ended March 31, 2023, showing a General Fund cash and investment balances of \$5,878,492.89 and total assets of \$6,534,520.92 and the status of the Student Activity account.

Motion carried unanimously.

#### **Disbursements**

Mr. Charles Burdell-Williams moved approval of accounts payable checks #34363 through #34508 disbursed during the period of 03/01/2023 through 03/31/2023 in the amount of \$222,024.83.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of expense disbursement wire/ACH transfers #WT230187 through #WT230204 disbursed during the period of 03/01/2023 through 03/31/2023 in the amount of \$682,666.96.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of payroll vouchers #06186 through #06349 disbursed 03/10/2023 and 03/24/2023 in the amount of \$247,075.05.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of capital reserve disbursement checks #11156 through #11163 disbursed during the period of 03/01/2023 through 03/31/2023 in the amount of \$39,472.36.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of student activity disbursement checks #82050 through #82055 during the period of 03/01/2023 through 03/31/2023 in the amount of \$6,809.00.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of the attached budget transfers for the period ended March 31, 2023.

Motion carried unanimously.

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## STUDENT RECOGNITION

### Action \*

Ms. LouCrecie Garlanger moved approval of a resolution recognizing Joseph Hardee, a senior at Upper Moreland High School and in the Protective Services program, as *Outstanding Student of the Month* for April. Dr. Art Levinowitz presented Joseph Hardee with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Ms. Wendy Leyden, Educators' Association representative.

Motion carried unanimously.

## ACADEMIC AFFAIRS

### Presentation – Strategic Planning Focused Discussion

Lou Geld presented on Technology Initiatives during the Agenda Session.

### Informational:

### Counselor/Special Education Liaison Committee Meeting \*

The Counselor/Special Education Liaison Committee meeting minutes of March 22, 2023 were presented.

### Administrative Advisory Committee Meeting \*

The Administrative Advisory Committee meeting minutes of April 11, 2023 were presented.

### Activities Report \*

The March 2023 Activities Report of the students and staff was presented.

### Action:

### Career and Technical Student Organization

Mr. Daniel Kaye moved approval for one additional Skills USA member to attend the SkillsUSA State Competitions from April 12 to 14, 2023 in Hershey, Pa. The cost to EASTERN (General Fund) for one additional district gold medal winner is approximately \$660.00.

Motion carried unanimously.

Mr. Daniel Kaye moved approval of the following SkillsUSA fundraising activities:

Fundraiser	Start Date	End Date
AB Catering Food Cart	April 21, 2023	April 21, 2023
AB Catering Food Cart	May 5, 2023	May 5, 2023
AB Catering Food Cart	May 19, 2023	May 19, 2023
Car Wash/Detailing – Sponsored by COL	May 1, 2023	May 31, 2023

Motion carried unanimously.

## **Conference**

Mr. Daniel Kaye moved approval of Executive Director Dr. Cathleen Plesnarski, Instructor Wendy Leyden and Instructor Erin Derby to attend the Region I ACTE and Pennsylvania Leadership Conference May 4-5, 2023 at Bucks County Community College in Newtown, PA at a cost not to exceed \$700.00.

Motion carried unanimously.

Mr. Daniel Kaye moved approval of Facility Manager Fred Fox to attend the MCIU 2<sup>nd</sup> Annual Facilities Directors' Conference – Spring Workshop May 17-19, 2023 at Lehigh Valley, PA at a cost not to exceed \$1,100.

Motion carried unanimously.

## **Donations**

Mr. Daniel Kaye moved acceptance of the following donations in support of the instructional programs: A stethoscope, 2 scrub tops, and a scrub jacket were donated by Kim Casey for use in the Student Assistance program and a waver hair styler, hair dryer, and large barrel curling iron were donated by Amy Shields for use in the Cosmetology program.

Motion carried unanimously.

## **PERSONNEL AFFAIRS**

### **Informational:**

#### **FMLA Leave**

Debra O'Brien has submitted a FMLA Leave Request for the period of March 23, 2023 through May 29, 2023.

### **Action:**

#### **Professional**

#### **Protective Services Instructor – Change of Resignation Date**

Ms. Carolyn Riley moved approval for Daniel Schaefer's resignation to be moved from being effective April 26, 2023, to being effective April 28, 2023, to complete students' EMR Certification.

Motion carried unanimously.

#### **Protective Services Instructor – Appointment \***

Ms. Carolyn Riley moved approval of Michael Raggi as Protective Services Instructor effective April 17, 2023, at Step 9-Base of the Professional Salary Schedule, providing an annual salary of \$79,399 and up to 30 hours of pre-service at the current curriculum rate per hour.

Motion carried unanimously.

### **Protective Services Instructor – Mentor**

Ms. Carolyn Riley moved approval of Michael Refsnider for up to 20 hours for orientation, planning and mentoring of the Protective Services Instructor at the current curriculum rate per hour.

Motion carried unanimously.

### **Business and Technology Instructor LTS – Resignation**

Ms. Carolyn Riley moved acceptance of the resignation of Jeff Kling, Business and Technology Instructor LTS, as requested in his email dated, March 9, 2023, effective March 10, 2023.

Motion carried unanimously.

### **Business and Technology Instructor – Transfer**

Ms. Carolyn Riley moved approval of the transfer of Erin Derby from School-to-Career Coordinator to Business and Technology Instructor effective March 13, 2023.

Motion carried unanimously.

### **Substitute**

Ms. Carolyn Riley moved approval of Scott Horan as Welding Substitute Instructor for the remainder of 2022-2023 school year at a rate of \$135 per day for Welding assignments and \$ 120 per day for general assignments.

Motion carried unanimously.

### **Summer Work**

#### **IEP/Paperwork**

Ms. Carolyn Riley moved approval of Student Success Coordinator Ferne Andre to work 5 additional hours during the summer at the current contracted rate to work on IEP/Paperwork.

Motion carried unanimously.

Ms. Carolyn Riley moved approval of Student Success Coordinator Veronica Stanley to work 5 additional hours during the summer at the current contracted rate to work on IEP/Paperwork.

Motion carried unanimously.

Ms. Carolyn Riley moved approval of Student Success Coordinator Rebecca Ashworth to work 5 additional hours during the summer at the current contracted rate to work on IEP/Paperwork.

Motion carried unanimously.

### **Volunteer**

#### **Training Supervisors**

Ms. Carolyn Riley moved approval of Howard Gaul of Collision Concepts as Training Supervisor for EASTERN's Automotive Technology student Jason Morrissey / Springfield.

Motion carried unanimously.

Ms. Carolyn Riley moved approval of Jack Brady of Martellis Metal Fabrication as Training Supervisor for EASTERN's Welding Technology student Esani Blythe / Upper Dublin.  
Motion carried unanimously.

Ms. Carolyn Riley moved approval of Jeff Orkin of Orkin Electrical Systems as Training Supervisor for EASTERN's Electrical Technology student Max Finley / Jenkintown.  
Motion carried unanimously.

### **Collective Bargaining Unit Agreement \***

Mr. Daniel Kaye moved approval of the agreement between Eastern Center for Arts and Technology and the Educators' Association and Joint Operating Committee effective July 1, 2023 - June 30, 2028.  
Motion carried unanimously.

## **FACILITIES AND FINANCIAL AFFAIRS**

### **Informational:**

#### **Building Report \***

The building report for March activities regarding the school plant and property was presented.

### **Action:**

#### **WGL Energy Agreement for School Years 2023-2025 \***

Mr. Daniel Kaye moved approval of the WGL Energy agreement for fixed energy rates of \$0.05330/kWh for electrical consumption for a period of two (2) years covering the 2023-2024 school year and the 2024-2025 school year per the attached document.  
Motion carried unanimously.

#### **Interstate Contract Renewal \***

Mr. Daniel Kaye moved approval of the Interstate Contract Renewal for a three (3) year term as per the attached renewal contract for custodial services. This renewal will cover school years 2023-2024, 2024-2025, and 2025-2026 with the same terms, conditions and specifications of the original contract, which began on July 1, 2020, and will end on June 30, 2023.

The new contract will increase 3% in 2023-2024, 1.5% in 2024-2025, and 1.5% in 2025-2026. The increase of 3% in 2023-2024 is mainly due to inflation and custodial salary costs. After 2023-2024, the increase will drop to 1.5% which is in line with increases we have seen in our current contract.  
Motion carried unanimously.

**SDA Inspection Maintenance Service Contract \***

Mr. Daniel Kaye moved approval of an Inspection Maintenance Service Contract with SDA Mechanical Services, Inc. for a three (3) year term for an amount not to exceed \$23,032.00 per year as per the attached contract for HVAC services. This is an increase over our current contract of 4.5% per year.

Motion carried unanimously.

**NEXT MEETING**

The next meeting of the Joint Operating Committee is Wednesday, May 10, 2023.

**ADJOURNMENT**

Dr. Art Levinowitz adjourned the April 12, 2023 meeting of the Joint Operating Committee at 8:32 p.m.

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Dr. Art Levinowitz  
Joint Operating Committee President

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Ms. Katie Braun  
Joint Operating Committee Secretary

Recording Secretary: Linda McAlpine



**EASTERN CENTER FOR ARTS AND TECHNOLOGY  
AGENDA SESSION MINUTES**

**WEDNESDAY, APRIL 12, 2023  
7:15 PM VIA ZOOM**

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**1. Presentation – Technology Initiatives by Lou Geld**

**2. 2023-2024 School Goals**

The goals will be presented for approval in the June 2023 Joint Operating Committee agenda.

**3. 2024-2025 Budget Development Calendar**

The 2024-2025 Budget Development Calendar was finalized and presented for review by the Joint Operating Committee.

**4. Appoint Treasurer**

The Joint Operating Committee agreed to take action on the Treasurer in May.

**5. Proposed 2023-2024 Meeting Dates**

Dr. Plesnarski reviewed the proposed 2023-2024 meeting dates for Joint Operating Committee meetings, which are normally held the second Wednesday of the month. After discussion, the Joint Committee was asked to consider approving the proposed meeting dates at next month's public meeting.