

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, SEPTEMBER 13, 2023**

Dr. Art Levinowitz, President, called the public meeting of the Joint Operating Committee to order at 8:00 p.m. via Zoom with the following members in attendance:

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

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

SALUTE TO THE FLAG

Marin Goldfarb led the Joint Operating Committee and audience in a salute to the flag.

MINUTES

Mr. Daniel Kaye moved approval of the August 9, 2023 Joint Operating Committee minutes of the regular and agenda session minutes.

Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos, Solicitor, announced that an Executive Session was not held before the public meeting.

PRESIDENT'S REPORT

Informational:

Practical Nursing Graduation

Dr. Art Levinowitz reported the Practical Nursing Class #159 graduated on August 24, 2023 at Upper Moreland High School auditorium.

Foundation *

The EASTERN Foundation Meeting minutes from August 28, 2023 as presented.

Designer Bag Bingo will be held on September 27, 2023 from 6 – 8 p.m. Doors will open at 5 p.m. This is a Bring Your Own Food event, although there will be snack sales. Tickets are \$30 in advance and \$35 at the door. Tickets can be purchased online.

Honeygrow in Willow Grove - October 13, 2023 – 10:30 a.m. – 10:00 p.m.
Anthony's Coal Fired Pizza – November 9, 2023 – 11:30 a.m. – 9:00 p.m.

FINANCIAL REPORT – For the Period Ending August 31, 2023

Informational:

The Joint Operating Committee acknowledged receipt of the following:

- Statement of Revenues and Expenditures as presented
- Status of the Capital Reserve Fund revenues for the period ended August 31, 2023 showing cash and investment balances of \$1,237,721.41 as presented.

Action:

Treasurer's Report *

Ms. Tara Conner-Hallston moved acceptance of the Treasurer's Report for the period ended August 31, 2023 showing a General Fund cash and investment balances of \$5,123,086.42 and total assets of \$5,981,981.70 and the current status of the Student Activity account.
Motion carried unanimously.

Disbursements *

Ms. Tara Conner-Hallston moved approval of accounts payable checks #34956 through #35080 disbursed during the period of 08/01/2023 through 08/31/2023 in the amount of \$251,145.44.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of general fund expense wire/ACH transfers #WT240028 through #WT240044 disbursed during the period of 08/01/2023 through 08/31/2023 in the amount of \$238,470.77.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of payroll vouchers #06978 through #07121 disbursed on 08/11/2023 and 08/25/2023 in the amount of \$211,724.86.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of capital reserve disbursement checks #11179 through #11183 disbursed during the period of 08/01/2023 through 08/31/2023 in the amount of \$2,897.75.

Motion carried unanimously.

There were no disbursements for the Student Activities fund in August.

There were no budget transfers in August.

STUDENT RECOGNITION

Action:

Student of the Month *

Mr. Charles Burdell-Williams moved to approve a resolution recognizing Marin Goldfarb, a senior at Cheltenham High School and in the Design, Photography, and Illustration program, as Outstanding Student of the Month for September. Dr. Art Levinowitz presented Marin Goldfarb with the Resolution, EASTERN shirt, and the Rotary plaque; and the Association's gift card was presented by Mr. Gary Felmey, Educators' Association representative.

Motion carried unanimously.

ACADEMIC AFFAIRS

Informational:

The Joint Operating Committee acknowledged receipt of the following:

- Administrative Advisory Committee meeting minutes of September 7, 2023
- August Activities Report

Action:

Cosmetology Curriculum Hours

Ms. Carolyn Riley moved approval to offer Cosmetology instruction during the three in-service days on November 7, 2023, February 16, 2024 and April 23, 2024.

Motion carried unanimously.

Donations

Ms. Carolyn Riley moved acceptance of the following donations in support of the instructional programs: Various paints and tints were donated by Colours, Inc for use in the Collision Repair Technology program and pallets of masking tape were donated by Collision Education Foundation for use in the Collision Repair Technology program.

Motion carried unanimously.

PERSONNEL AFFAIRS

Informational:

FMLA LEAVE

Terese Fusco requested an extension of FMLA leave through September 22, 2023.

Action:

Administration

Practical Nursing Program Coordinator – Retirement *

Mr. Charles Burdell-Williams moved acceptance of the retirement of Practical Nursing Program Coordinator Carol Duell as requested in her letter dated September 5, 2023, effective June 30, 2024, and adoption of the attached Resolution acknowledging her services and many contributions to this school.
Motion carried unanimously.

Professional

Substitutes – Appointment *

Mr. Charles Burdell-Williams moved approval of the following Substitute Instructor for 2023-2024 school year at a rate of \$135 per day for certified assignments and \$120 per day for general assignments.

CERTIFIED ASSIGNMENTS	TEACHER
Business and Technology Professional	Murray Levin
Collision Repair Technology	Victoria Penecale
Cosmetology	Stephanie Mellon
Culinary Arts	Jane Mitchell

Motion carried unanimously.

Practical Nursing

Adjunct Faculty

Mr. Charles Burdell-Williams moved approval of Suzanne Hendricks, RN as Practical Nursing Adjunct Instructor at the rate of \$43.40/hour for the remainder of the 2023-2024 school year.
Motion carried unanimously.

Proctoring

Mr. Charles Burdell-Williams moved approval of Mary McDonnell to proctor a Practical Nursing student as needed for up to 60 hours at the rate of \$35.15/hour for the remainder of the 2023-2024 school year

Motion carried unanimously.

Veterinary Science

Veterinary Science Student Interns

Mr. Charles Burdell-Williams moved approval of Tori Simmons – Cheltenham School District, Hayley Aldred – Hatboro-Horsham School District, and Molly Stevenson – Abington School District as Veterinary Science Interns to work under the direction of Karen McGeehan at the rate of \$13 per hour for the 2023-2024 school year.

Motion carried unanimously.

Veterinary Science Intern Supervisors

Mr. Charles Burdell-Williams moved approval of Mary McDonnell, Marketa Crane, Eileen Collins, Karen McGeehan, Trisha Simmler-Totaro and Elena Hays to provide weekend supervision for Veterinary Science Interns providing animal care at the rate of \$41 per hour for the 2023-2024 school year.

Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

The Joint Operating Committee acknowledged receipt of the building report for August activities regarding school plant and property.

Summer Electrical Work *

The Joint Operating Committee acknowledged receipt of the summer electrical report.

Action:

IntegraOne Cisco Smartnet Annual Renewal *

Mr. Daniel Kaye moved approval of the 2023-2024 IntegraOne SmartNet Support Renewal for contract dates of 11/1/2023 through 10/31/2024 at a price not to exceed \$1,000.10, as per the attached contract.

Motion carried unanimously.

Proposal from Aldersgate for Onsite Counseling Services for Students

Mr. Daniel Kaye moved approval of the proposal from Aldersgate to provide onsite counseling services for students for the 2023-2024 school year for a cost not to exceed \$47,775 as per the attached proposal. This expense is being covered by the COVID-19 Public Health Workforce Supplemental Funding Grant.
Motion carried unanimously.

Other Business

Action:

PSBA Voting

Ms. Tara Conner-Hallston moved approval of the following for election.

Candidate	Position	Yea	Nay
Allison Mathis	President Elect	7	0
Candidate	Position	Yea	Nay
Sabrina Backer	Vice President	7	0
Candidate	Position	Yea	Nay
Karen Beck Pooley	PSBA Treasurer	7	0
Candidate	Position	Yea	Nay
Marianne Neel	Trustee	7	0
Michael Faccinetto	Trustee	7	0

Motion carried unanimously.

NEXT MEETING

The next meeting of the Joint Operating Committee is on October 11, 2023.

ADJOURNMENT

Dr. Art Levinowitz adjourned the September 13, 2023 meeting at 8:40 p.m.
Motion carried unanimously.

Dr. Art Levinowitz
Joint Operating Committee President

Ms. Katie Braun
Joint Operating Committee Secretary

Recording Secretary: Linda McAlpine

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
AGENDA SESSION MINUTES
WEDNESDAY, SEPTEMBER 13, 2023**

1. PLANNING FOR THE 2022-2023 SCHOOL YEAR

An Administrative Retreat was held on August 3, 2023.
In-service took place on August 30, August 31, and September 5, 2023.

2. STUDENT ENROLLMENT UPDATE

The Executive Director reviewed the student enrollment for 2023-2024.

3. 2024-2025 BUDGET

Ms. Katie Braun presented highlights of the 2024-2025 Proposed Budget.

4. JOINT OPERATING COMMITTEE ANNUAL DINNER

Dr. Plesnarski discussed the Annual Dinner scheduled to take place in November before the November JOC meeting.

6:00-8:00 JOC Dinner (with regional legislators as guests)
8:00 JOC Meeting

5. PSBA ELECTIONS

Ms. Carolyn Riley discussed the candidates for the PSBA officer elections. Votes will be submitted by the JOC Secretary.