

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES**

WEDNESDAY, FEBRUARY 14, 2024

Ms. Carolyn Riley, 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:

Ms. Elizabeth Eisenhart	Abington
	Bryn Athyn
Mr. Charles Burdell-Williams	Cheltenham
Ms. Tara Conner-Hallston	Hatboro-Horsham
Ms. Carolyn Riley	Jenkintown
Dr. James Lee	Lower Moreland
Ms. Ilene Bell	Springfield
Ms. Jennifer Iannitti	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	Business Manager

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

SALUTE TO THE FLAG

Theodore Stadanlick and Jane Rickards led the Joint Operating Committee and audience in a salute to the flag.

MINUTES

Ms. Tara Conner-Hallston moved approval of the Joint Operating Committee minutes of the agenda session and regular session meetings of December 13, 2023.

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:

Student Success

As part of our celebration of Black History Month, EASTERN will be featuring some of our students, their voices and experiences.

Christian Spence	Hatboro-Horsham	Robotics and Automated Technology
DeWeese Smith	Springfield	Electrical Technology
Jason Weaver	Abington	Automotive Technology
Makaila Neidein	Upper Moreland	Allied Health
Marcel Camper	Springfield	Exercise Science and Rehabilitation
Morgan Robinson	Cheltenham	Allied Health

CTE Presidential Scholar

Lily Devlin, a senior in EASTERN's Design, Photography, and Illustration program and at Abington Senior High School, has been designated as the Pennsylvania Candidate for the CTE National Presidential Scholar program by the White House Commission of Presidential Scholars and the PA Department of Education. From a pool of 600 nationwide finalists, the White House Commission will choose 161 students for this esteemed recognition. Notably, Lily is the sole Career and Technical candidate selected to represent Pennsylvania. Lily was honored at the PACTA Symposium CTE Celebration Dinner Thursday February 8th, and Carolyn Riley, Nicole Abruzzi, and Cathleen Plesnarski were in attendance.

District 2 SkillsUSA Local Competitions

EASTERN staff held local SkillsUSA technical and leadership competitions from November 20th through December 10th. There were 28 trade competitions as well as 18 leadership competitions that EASTERN students competed in. We had 65 first place winners, including winning teams, who will attend the district level competition.

District 2 SkillsUSA District Competitions *

Sixty-three students from the Eastern Center for Arts and Technology (EASTERN) participated in skill areas or leadership at the SkillsUSA District Competitions held on January 18 at Bucks County Technical High School, January 26 at Montgomery County Community College, January 30 at North Montco Technical Career Center, January 24, February 6 and 7, 2024 at Western Montgomery Career and Technology Center. Gold Medal winners will compete at April's State championship.

New School Board Member Orientation and Open House – Sunday, March 3, 2024

The New School Board Member Orientation will take place in the Seminar Room from 11:30-1:30 which will include an Orientation presentation 11:30-12:15 and a Tour of EASTERN 12:15-1:15. Open House will be at 1:00 pm to 3:30 pm. Programs will be available to tour and include a chance to talk to the instructor, business and industry representatives and student demonstrations.

EASTERN Orientation for new JOC members and Superintendents

Carolyn Riley shared that Elizabeth Eisenhart, Ilene Bell and Jennifer Iannitti participated in a New JOC member Orientation held by Dr. Plesnarski, Dr. Davidheiser, and herself on January 10, 2024.

Carolyn Riley will share that Dr. Laurie Smith from Upper Dublin participated in a New Superintendent Orientation held by Dr. Plesnarski and Dr. Davidheiser on January 12, 2024.

Career Expo Report *

Carolyn Riley shared the Career Expo report of the number of students who participated in visitation.

Grant

EASTERN has been awarded an \$85,000 Competitive Equipment Grant.

Practical Nursing Graduation

Carolyn Riley informed the committee that Practical Nursing Class #161 graduated on January 25, 2024.

EASTERN Foundation *

The EASTERN Foundation Meeting minutes from February 12, 2024 are attached for your review.

Over the holidays, the Foundation held a fundraiser with See's Candy. The event raised \$117.30.
Over the holidays, the Foundation held a fundraiser with Pampered Chef. The event raised \$193.44.
On January 22, 2024, the Foundation held a fundraiser at Anthonys Coal Fired Pizza and Wings in Horsham. The event raised \$41.24.

FINANCIAL REPORT – For the Period Ending December 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 December 31, 2023, showing cash and investment balances of \$1,841,147.84 is presented for your information and review.

Action:

Treasurer's Report *

Ms. Tara Conner-Hallston moved acceptance of the Treasurer's Report for the period ended December 31, 2023, showing a General Fund cash and investment balances of \$7,007,140.33 and total assets of \$8,113,017.90 and the status of the Student Activity account.

Motion carried unanimously.

Disbursements *

Ms. Tara Conner-Hallston moved approval of accounts payable checks #35464 through #35601 disbursed during the period of 12/01/2023 through 12/31/2023 in the amount of \$256,564.67.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of expense disbursement wire/ACH transfers #WT240104 through #WT240127 disbursed during the period of 12/01/2023 through 12/31/2023 in the amount of \$643,998.39.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of payroll vouchers #07638 through #07886 disbursed on 12/1/2023, 12/15/2023 and 12/29/2023 in the amount of \$375,966.55.
Motion carried unanimously.

There were no disbursements for the Capital Reserve fund in December.

Ms. Tara Conner-Hallston moved approval of student activities disbursement checks #82078 through #82081 disbursed during the period of 12/01/2023 through 12/31/2023 in the amount of \$464.14.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of the proposed budget transfers for December 2023.
Motion carried unanimously.

FINANCIAL REPORT – For the Period Ending January 31, 2024

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 January 31, 2024, showing cash and investment balances of \$1,836,409.67 is presented for your information and review.

Action:

Treasurer's Report *

Ms. Tara Conner-Hallston moved acceptance of the Treasurer's Report for the period ended January 31, 2024, showing a General Fund cash and investment balances of \$6,519,101.16 and total assets of \$8,008,584.98 and the status of the Student Activity account.
Motion carried unanimously.

Disbursements *

Ms. Tara Conner-Hallston moved approval of accounts payable checks #35602 through #35720 disbursed during the period of 1/01/2024 through 1/31/2024 in the amount of \$208,994.62.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of expense disbursement wire/ACH transfers #WT240128 through #WT240150 disbursed during the period of 1/01/2024 through 1/31/2024 in the amount of \$305,201.62.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of payroll vouchers #07887 through #08030 disbursed on 1/12/2024 and 1/26/2024 in the amount of \$238,164.35.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of capital reserve check #11192 disbursed during the period of 1/01/2024 through 1/31/2024 in the amount of \$9,412.41.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of student activities disbursement checks #82082 through #82086 disbursed during the period of 1/01/2024 through 1/31/2024 in the amount of \$3,806.38.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of the proposed budget transfers for January 2024.

Motion carried unanimously.

STUDENT RECOGNITION

Action:

Ms. Carolyn Riley moved to approve a resolution recognizing Theodore Stadanlick, a senior at Jenkintown High School and in the Collision Repair Technology program, as *Outstanding Student of the Month* for January. Ms. Carolyn Riley presented Theodore Stadanlick with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Gary Felmey, Educators' Association President.

Motion carried unanimously.

Ms. Elizabeth Eisenhart moved to approve a resolution recognizing Jane Rickards, a senior at Abington Senior High School and in the Robotic and Automated Technology program, as *Outstanding Student of the Month* for February. Ms. Carolyn Riley presented Jane Rickards with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Gary Felmey, Educators' Association President.

Motion carried unanimously.

ACADEMIC AFFAIRS

Presentation: Key Indicator Data and Annual Goals

Dr. Plesnarski and Ms. Wendy Leyden shared a Key Indicator Data and Annual Goals presentation during the Agenda Session.

Informational:

Counselor/Special Education Liaison Meeting *

The Counselor/Special Education Liaison meeting minutes of January 17, 2024 were presented.

Principals' Advisory Committee Meeting *

The Principals' Advisory Committee meeting minutes of January 25, 2024 were presented.

Administrative Advisory Committee Meeting *

The Administrative Advisory Committee meeting minutes of February 6, 2024 were presented.

Activities Report *

The December 2023 and January 2024 Activities Reports of the students and staff were presented.

Action:

Summer Cosmetology Program

Mr. Charles Burdell-Williams moved approval to operate a Summer Cosmetology Program offering 150 hours of instruction:

June 17-July 22 (no class June 19, July 4, and July 5)

8 am to 2:30 pm

6 hours per day

23 days plus 12 on-line hours

Total COS hours – 150

Lunch 11:30 to noon

Teacher employment is to be based upon the number of students enrolled:

15 – 25 students	-	1 teacher
26 – 34 students	-	waiting list
35 – 50 students	-	2nd teacher
51 – 59 students	-	waiting list
60+ students	-	3rd teacher

Motion carried unanimously.

Competitive Equipment Grant

Mr. Charles Burdell-Williams moved approval to accept the Competitive Equipment Grant in the amount of \$85,000. The items to be purchased were recommended by the EAC and OAC's for the Automotive Technology, HVAC Technology and Welding Technology programs.

Motion carried unanimously.

Supplemental Equipment Grant

Mr. Charles Burdell-Williams moved approval to accept the Supplemental Equipment Grant in the amount of \$137,969. The items to be purchased were recommended by the EAC and OACs for the Culinary Arts, Design Photography, and Illustration, Robotics and Automated Technology, and Welding Technology programs.

Motion carried unanimously.

TruMark Financial Credit Union Grant

Mr. Charles Burdell-Williams moved approval of the TruMark Financial Credit Union Grant of \$1,000 to be spent on accounting materials needed in the Business and Technology Professional classroom.

Motion carried unanimously.

Career and Technical Student Organization

Mr. Charles Burdell-Williams moved approval for SkillsUSA to have a Hanging Basket Voucher fundraiser in March. Donations to benefit SkillsUSA student chapter.

Motion carried unanimously.

Conference

Mr. Charles Burdell-Williams moved approval of DPI Instructor Nicole Abruzzi to attend the PACTA Education and Workforce Development Symposium on February 8, 2024 at the Hershey Lodge in Hershey, PA not to exceed a cost of \$300.00. She will be supporting her student Lily Devlin who was nominated for CTE Presidential Scholar

Motion carried unanimously.

Donations

Mr. Charles Burdell-Williams moved acceptance of the following donations in support of the instructional programs:

- Hair color was donated by Lindsay Herder from Willa Company for use in the Cosmetology Program.
- Latex gloves were donated by The Collision Repair Education Foundation for use in the Collision Repair Technology Program.

Motion carried unanimously.

PERSONNEL AFFAIRS

Informational:

Welding and Robotics Vocational Aide, Doug Wilson, has submitted a FMLA Leave Request for the period of February 13, 2024 through February 28, 2024.

Student Success Coordinator, Ferne Andre, requested an extension of intermittent FMLA leave through April 30, 2024.

Action:

Professional

Electrical Technology Instructor – Snow Removal

Ms. Elizabeth Eisenhart moved approval and ratification of Electrical Technology Instructor, Gary Felmey, to work 17 hours to assist with snow removal on January 16, 2024, and January 19, 2024. Motion carried unanimously.

Electrical Technology Instructor – Snow Removal

Ms. Elizabeth Eisenhart moved approval of Electrical Technology Instructor, Gary Felmey, to work up to 20 hours at the current craft rate to assist with snow removal as approved by the Business Manager. Motion carried unanimously.

Substitutes

Ms. Elizabeth Eisenhart moved approval of the following substitute instructors for the remainder of 2023-2024 school year at a rate of \$135 per day for certified assignments and \$120 per day for general assignments.

CERTIFIED ASSIGNMENT	TEACHER
School Nurse, Allied Health	Rosalind Draughn
School Nurse, Allied Health	Hedda Blau
Protective Services, Exercise and Rehabilitation	Corey Richardson

Motion carried unanimously.

Classified

Student Success Aide – Appointment

Ms. Elizabeth Eisenhart moved approval and ratification of Daphne Johnson as Student Success Aide effective January 22, 2024, at Grade III – Base of the Classified Salary Guide at the rate of \$24.07 per hour for the 2023-2024 school year. Motion carried unanimously.

Facilities Maintenance Technician – Snow Removal

Ms. Elizabeth Eisenhart moved approval and ratification of Facilities Maintenance Technician, Alberto Soto, to work 17 hours to assist with snow removal on January 16, 2024, and January 19, 2024. Motion carried unanimously.

Facilities Maintenance Technician – Snow Removal

Ms. Elizabeth Eisenhart moved approval of Facilities Maintenance Technician, Alberto Soto, to work up to 20 hours at the current craft rate to assist with snow removal as approved by the Business Manager.
Motion carried unanimously.

Culinary Arts Aide – Live Work

Ms. Elizabeth Eisenhart moved approval of Culinary Arts Aide Nicole Suanlarm to work up to 4 hours at the rate of \$41/hour to set up for the School Board Orientation meeting held before the Open House
Motion carried unanimously.

Leave of Absence – Extended

Ms. Elizabeth Eisenhart moved acceptance of Debra O'Brien to extend her Leave of Absence through March 29, 2024, per attached medical note.
Motion carried unanimously.

Practical Nursing

Proctoring

Ms. Elizabeth Eisenhart moved approval of Mary McDonnell to proctor a Practical Nursing student as needed for up to an additional 30 hours at the rate of \$35.15 per hour for the remainder of the 2023 - 2024 school year.
Motion carried unanimously.

Continuing Education

Adjunct – Appointment

Ms. Elizabeth Eisenhart moved approval of Frank Britsch as Continuing Education Adjunct Instructor at a rate of \$30 per hour for the remainder of 2023-2024 school year.
Motion carried unanimously.

Volunteer

Training Supervisors

Ms. Elizabeth Eisenhart moved ratification and approval of Christopher Bors of Faulkner Maserati as Training Supervisor for EASTERN's Automotive Technology students Ayden Balis and Ryan Detwiler / Abington.
Motion carried unanimously.

Ms. Elizabeth Eisenhart moved ratification and approval of Richard Lanci of BMW of Fort Washington as Training Supervisor for EASTERN's Automotive Technology student Nick D'Alessio / Abington.
Motion carried unanimously.

Ms. Elizabeth Eisenhart moved ratification and approval of Clifton Hamilton of Proper Sky as Training Supervisor for EASTERN's Networking and Cybersecurity student Henry Berson / Cheltenham.
Motion carried unanimously.

Ms. Elizabeth Eisenhart moved ratification and approval of Toni Cates of SPS Technologies as Training Supervisor for EASTERN's Robotics and Automated Technology student Quinten Lennon / Abington.
Motion carried unanimously.

Ms. Elizabeth Eisenhart moved ratification and approval of Dana Quinn of Horsham Vet Hospital as Training Supervisor for EASTERN's Veterinary Science student Olivia Narodowski /Upper Dublin.
Motion carried unanimously.

Ms. Elizabeth Eisenhart moved ratification and approval of Daniel Wolsky of Wolsky Metal Fabrication as Training Supervisor for EASTERN's Welding Technology student Henry Fields /Upper Dublin.
Motion carried unanimously.

Ms. Elizabeth Eisenhart moved ratification and approval of Tom Toth of O'Donnell Metal Fabricators as Training Supervisor for EASTERN's Welding Technology student Anthony Richardson / Abington.
Motion carried unanimously.

FACILITIES, TECHNOLOGY AND FINANCIAL AFFAIRS

Informational:

Building Report *

The building reports for December and January activities regarding the school plant and property was presented.

Action:

Certification of 2024-2025 Budget

Ms. Tara Conner-Hallston moved to acknowledge action by the sending school districts' Board of School Directors regarding the adoption of EASTERN's 2024-2025 operating budget as presented and approved on November 8, 2023.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved the request to certify the 2024-2025 operating budget as adopted and authorize implementation and submission to the Pennsylvania Department of Education (PDE-2028) in the format attached.
Motion carried unanimously.

Approve Firewall Equipment Bundle, Installation and Services (Eligible for 60% eRate Reimbursement)

Ms. Tara Conner-Hallston moved the approval of two (2) firewall equipment bundles, installation, and services (eligible for 60% eRate reimbursement on eligible items) to be purchased from IntegraOne at a cost not to exceed \$28,498.00 (\$18,984.00 after approved eRate reimbursement).
Motion carried unanimously.

SOLICITOR'S REPORT

Mr. Kenneth Roos shared his Solicitor Report with the Joint Operating Committee.

OLD BUSINESS

NEW BUSINESS

NEXT MEETING

The next meeting of the Joint Operating Committee is Wednesday, March 13, 2024.

ADJOURNMENT

Carolyn Riley moved to adjourn the February 14, 2024 meeting of the Joint Operating Committee at 8:45 p.m.
Motion carried unanimously.

Carolyn Riley
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, FEBRUARY 14, 2024
7:15 PM - ZOOM**

1. PRESENTATION – KEY INDICATOR DATA AND ANNUAL GOALS

Cathleen Plesnarski and Wendy Leyden presented on Key Indicator Data and Annual Goals.

2. 2024-2025 BUDGET STATUS *

EASTERN's budget was approved by all nine districts. Thank you for your support and effort in making EASTERN's budget a successful experience.

3. OPEN HOUSE, YMCA SUMMER PROGRAM, AND SUMMER COSMETOLOGY

Dr. Plesnarski shared the following informational items and recommendations:

New School Board Member Orientation:

Orientation Presentation in the Seminar Room 11:30am – 12:15pm

Tour of EASTERN 12:15pm – 1:15pm

Open House:

Sunday, March 3, 2024

1:00 - 3:30 EASTERN's Open House

YMCA Summer Program: Design, Photography, and Illustration and Culinary Arts will be offered.

Summer Cosmetology: Recommendation to hold Summer Cosmetology.