

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

WEDNESDAY, OCTOBER 9, 2024

Ms. Carolyn Riley, President, called the public meeting of the Joint Operating Committee to order at 8:00 p.m. 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
	Lower Moreland
Ms. Ilene Bell	Springfield
Ms. Jennifer Iannitti	Upper Dublin
Ms. April Stainback	Upper Moreland
Kenneth Roos, Esq.	Solicitor
Dr. Jeffrey Fecher	Superintendent of Record
Dr. Cathleen Plesnarski	Executive Director
	Secretary/Business Manager

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

SALUTE TO THE FLAG

Xavier Watson-Greene 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 regular and agenda session meeting September 11, 2024.

Vote 6-0-1 Motion was approved.

EXECUTIVE SESSION ANNOUNCEMENT

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

PRESIDENT'S REPORT

Informational:

Family Orientation Night *

On September 16, 2024, EASTERN conducted its annual Family Orientation Night. Three hundred and ninety-two (392) individuals attended the event. Forty-two percent (42%) of the students were represented by their parent(s)/guardian(s) at this event.

Student Success

As part of our celebration of National Hispanic Heritage Month we will be recognizing the achievements and contributions of Hispanic American students who have inspired others and achieved great success in their programs.

Lezli Rios - Hatboro-Horsham High School/EASTERN Cosmetology

Virgymar Basabe Ruiz - Cheltenham High School/EASTERN Allied Health

Mary Rivas-Leiva - Hatboro-Horsham High School/EASTERN Allied Health

Designer Bag Bingo

On October 7, 2024, EASTERN held a Designer Bag Bingo. All proceeds will benefit EASTERN student awards and EASTERN's leadership organization, SkillsUSA.

The event raised \$7,605.97.

Proceeds to SkillsUSA - \$3 ,802.99

Proceeds to Foundation - \$3 ,802.99

Foundation Meeting Minutes *

Ms. Carolyn Riley reviewed the minutes from the September 23, 2024 Foundation meeting.

Foundation Fund Raisers

Ms. Carolyn Riley reported that the following fundraisers are taking place:

For all of the See's Candy Fans, our annual sale has begun! Support EASTERN Student Awards and enjoy some delicious candy. Great for gifting!

On September 23-27, 2024, the EASTERN Foundation held a fundraiser at Tony Roni's in Willow Grove. The event raised \$60.00.

FINANCIAL REPORT – For the Period Ending September 30, 2024 *

Informational:

The Joint Operating Committee acknowledged receipt of the following:

- Statement of Revenues and Expenditures as presented

- Status of the reserves fund revenues for the period ended September 30, 2024, showing cash and investment balances of \$2,683,029.24 as presented.

Action:

Treasurer's Report *

Ms. Tara Conner-Hallston moved acceptance of the Treasurer's Report for the period ended September 30, 2024, showing a General Fund cash and investment balances of \$6,050,979.96 and total assets of \$7,378,837.46 and the status of the Student Activity account.

Motion carried unanimously.

Disbursements *

Ms. Tara Conner-Hallston moved approval of accounts payable checks #36553 through #36674 disbursed during the period of 9/01/2024 through 9/30/2024 in the amount of \$232,656.90.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of expense disbursement wire/ACH transfers #WT250049 through #WT250067 disbursed during the period of 9/01/2024 through 9/30/2024 in the amount of \$772,035.72.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of payroll vouchers #09231 through #09376 disbursed on 9/6/2024 and 9/20/2024 in the amount of \$251,405.95.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of capital reserve disbursement checks #11199 disbursed during the period of 9/01/2024 through 9/30/2024 in the amount of \$28,233.25.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of student activity disbursement checks #82112 through #82114 disbursed during the period of 9/01/2024 through 9/30/2024 in the amount of \$1,210.04.

Motion carried unanimously.

There were no budget transfers in September.

STUDENT RECOGNITION

Action:

Ms. Elizabeth Eisenhart moved to approve the resolution designating Xavier Watson-Greene as EASTERN's Outstanding Student of the Month for October.

Motion carried unanimously.

Ms. Carolyn Riley acknowledged Xavier Watson-Greene a senior at Abington Senior High School and in the Protective Services program, as *Outstanding Student of the Month for October*,

and presented him with a Resolution, EASTERN shirt, and a Rotary plaque. Mr. Gary Felme, Educators' Association Representative, presented him with the Association's gift card.

ACADEMIC AFFAIRS

2025-2026 Budget Presentation

Dr. Cathleen Plesnarski presented the administration's recommendations for the 2025-2026 operating budget at the agenda session and distributed the preliminary budget report for review.

Informational:

The Joint Operating Committee acknowledged receipts of the following:

- Principals' Advisory Committee meeting minutes of September 19, 2024
- Administrative Advisory Committee meeting minutes of October 1, 2024
- The fall term 2024 Adult Education enrollment snapshot. As of September 30, 2024, there were 71 students enrolled in Continuing Education courses, with 61 students in the Apprentice programs. There are 108 students enrolled in the Practical Nursing program.
- The September Activities Report of the students and staff

Action:

Career and Technical Student Organization

Ms. Ilene Bell approval for approximately 40 students and 5 chaperones to attend the SkillsUSA Fall Leadership Conference from November 13-15, 2024, at Kalahari resorts in Pocono Manor, PA.

EASTERN (General Fund) will cover the cost for the 4 chaperones and 1 SkillsUSA Board member to attend the conference at the cost not to exceed \$3,000 for lodging and travel and student transportation at a cost not to exceed \$3,150.

The SkillsUSA account (Student Activity Fund) will cover the cost for student lodging and registration at the cost not to exceed \$13,000. Each student attending will be charged \$200 to offset the expenses for the conference for a total of approximately \$8,000.

Ms. Ilene Bell approval for Dr. Cathleen Plesnarski to attend the SkillsUSA Leadership Conference for one night, November 14, 2024, at Kalahari Resorts in Pocono Manor, PA. The cost for lodging and travel will be covered by EASTERN (General Fund) for the amount not to exceed \$450.

The total cost for the conference to EASTERN (General Fund) is \$7,000. The total cost to SkillsUSA (Student Activity Fund) will be approximately \$5,000 after student fees are deducted. Motion carried unanimously.

Conferences

Ms. Ilene Bell moved approval of Wendy Leyden and Karen McGeehan to attend the PDE Integrated Learning Conference on November 6-8, 2024 in State College, PA at a cost not to exceed \$1,300.

Motion carried unanimously.

Ms. Ilene Bell moved approval of Vince Bevivino to attend the BrainStorm Conference rather than the PA Educational Technology Expo & Conference (PETE&C) previously approved.

There is no additional cost.

Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Professional

Instructor/Coordinator of Part Time Practical Nursing Cohorts – Appointment

Ms. Ilene Bell moved ratification and approval of Michelle Haines as Instructor/Coordinator of Part Time Practical Nursing Cohorts at Step F/7 on the Professional Salary Schedule providing an annual salary of \$83,253; prorated at \$74,927.70 effective October 1, 2024 for the 2024-2025 school year.

Motion carried unanimously.

Instructor/Coordinator of Part Time Practical Nursing Cohorts – Mentor

Ms. Ilene Bell moved the appointment of Windy Viernes as the mentor for Instructor/Coordinator of Part Time Practical Nursing Cohorts, Michelle Haines.

Motion carried unanimously.

Practical Nursing Instructor – Half Time – Appointment

Ms. Ilene Bell moved approval of Anastasia Przybylski as Practical Nursing Instructor- Half Time at Step E/7 on the Professional Salary Schedule providing an annual salary of \$41,048.50; prorated at \$24,197.01 effective November 11, 2024 for the 2024-2025 school year, pending official transcript.

Motion carried unanimously.

Practical Nursing Instructor – Half Time – Mentor

Ms. Ilene Bell moved the appointment of Jon Esposito as the mentor for Practical Nursing Instructor – Half Time, Anastasia Przybylski.

Motion carried unanimously.

Student Success Counselor – Appointment

Ms. Ilene Bell moved approval of Jennifer Rubin as Student Success Counselor at Step H/15 on the Professional Salary Schedule providing an annual salary of \$115,629; prorated effective December 11, 2024 or sooner if available, for the 2024-2025 school year.

Motion carried unanimously.

Student Success Counselor – Mentor

Ms. Ilene Bell moved the appointment of Veronica Stanley as the mentor for Student Success Counselor, Jennifer Rubin.

Motion carried unanimously.

Culinary Arts Instructors – Joint Operating Committee Dinner

Ms. Ilene Bell moved approval of Instructors Charles Zachmann and Benjamin Vozzo to work up to 5.5 hours each at the contracted rate of \$41 to assist students with the Joint Operating Committee Dinner.

Motion carried unanimously.

Substitute Instructors

Ms. Ilene Bell moved approval of the following substitute instructors for the remainder of 2024-2025 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	Michelle Haines
Protective Services, Business and Technology	Eva Tulino
Design, Illustration, and Photography, Business and Technology	Craig Dovidio

Motion carried unanimously.

Classified

Maintenance Facilities Technician – Appointment

Ms. Ilene Bell moved ratification and approval of Kyle Maurer as Facilities Maintenance Technician at Grade IIB - Base at the rate of \$27.75 per hour on the Classified Salary Schedule, effective October 7, 2024, for the 2024-2025 school year.

Motion carried unanimously.

Maintenance Facilities Technician – Mentor

Ms. Ilene Bell moved the appointment of Vince Bevivino as the mentor for Facilities Maintenance Technician, Kyle Maurer.
Motion carried unanimously.

Culinary Arts Occupational Aide - JOC Dinner

Ms. Ilene Bell moved approval of Culinary Arts Occupational Aide Nicole Suanarm to work up to 5.5 hours at the contracted rate of \$41.00 to assist students with the Joint Operating Committee Dinner.
Motion carried unanimously.

Practical Nursing

Adjunct Faculty

Ms. Ilene Bell moved approval of Michelle Haines as Practical Nursing Adjunct Instructor at the rate of \$44.24/hour for the remainder of the 2024-2025 school year.
Motion carried unanimously.

Volunteer

Training Supervisor

Ms. Ilene Bell moved approval of Daniel Weigner of Overclocked IT LLC as Training Supervisor for EASTERN's Networking and Cybersecurity students Jack Dempsey/ Upper Dublin and Carl McDaniel III/ Springfield.
Motion carried unanimously.

Student Intern

Veterinary Science

Ms. Ilene Bell moved approval of Aiden Tzabari – Upper Dublin as Veterinary Science Intern to work under the direction of the Veterinary Science Intern Supervisors at the rate of \$14 per hour for the 2024-2025 school year.
Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

The September Building Report regarding the school plant and property activities was presented.

Feminine Hygiene Product Grant: \$1,107.35

The Shapiro Administration is committed to the health, wellness, and safety of students across Pennsylvania and believes that no student should miss school due to not being able to afford necessities like feminine hygiene or menstrual products. To assist schools with meeting the health needs of students, the 2024-25 state budget included \$3 million for schools to increase student access to menstrual products. The funding allows schools to purchase menstrual product dispensers as one-time purchases and procure menstrual products to make available to students at no cost both at school and for take-home use.

Funding allocations are proportional to the total number of students enrolled in a school entity and based on a rate of \$1.75 per student. Our funding allocation is \$1,107.35 and will be sent to us in October.

The 2024-25 Feminine Hygiene Product Grant program is a non-competitive, non-solicitation grant program and applications and reimbursement requests will not be required.

Supplemental Equipment Grant: Estimated Amt \$180,153

The 2024-25 Pennsylvania budget provides school districts and career and technical centers (CTCs) the opportunity to purchase equipment to prepare students for the workplace. This is a non-matching grant. The Funds provided to school districts and CTCs are based on a formula. Approximately \$20,000,000 in state funds are available for the purchase of equipment and for the purchase of a complete set of tools for use in the hands-on instruction of students enrolled in PDE-approved career and technical education (CTE) programs.

The purpose of the Career and Technical Supplemental Equipment Program is to purchase instructional equipment and hand tool sets for the classroom that meet industry standards for the purpose of training students (i.e., hands-on use of the equipment).

EASTERN would like to use the funding as follows:

- Culinary program - to purchase 11 Vulcan HD range-6 burners (\$156,904)
- Culinary program - to purchase one (1) salamander broiler (\$5,747)
- Culinary program - to purchase one (1) char broiler (\$6,454)
- Culinary program - to purchase one (1) gas floor fryer (\$4,783)
- Allied Health program - to purchase paracentesis ultrasound training model (\$6,265)

We will be applying for this grant this month.

PAsmart Grants - \$75,000 and \$500,000

PAsmart is an initiative with the goal to expand inclusion in STEM and computer science teaching and learning, to help ensure students across Pennsylvania have the skills to meet the economic needs of the dynamic Pennsylvania economy. PAsmart strategically invests resources in education and training opportunities to support Pennsylvania's economic growth now and in the future.

Advancing Grants will support partnerships that operate on a larger scale and provide quality CS/STEM experiences to learners of any age (early childhood, preK-12, postsecondary, and adult learners) as part of a high-level strategic approach to CS/STEM workforce readiness.

EASTERN will be applying for the following PAsmart grants:

1. PAsmart Advancing Computer Science & STEM Education Grants – CTE Planning - \$75,000
 - a. We would like to use this funding for planning purposes for the start-up costs of the third session program. The start-up costs will include legal fees, marketing, and various supplies and equipment costs.
2. PAsmart Advancing Computer Science & STEM Education Grant – CTE Innovation Grant - \$500,000
 - a. We would like to use this funding to offset tuition costs of the third session program for our sending districts along with transportation costs. This would mean that the first year of tuition for the new third session program would be covered by the grant.

Action:

Feminine Hygiene Product Grant: \$1,107.35

Ms. Elizabeth Eisenhart moved approval to accept the Feminine Hygiene Product Grant in the amount of \$1,107.35 to procure menstrual products/dispensers for student use.
Motion carried unanimously.

NEXT MEETING

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

ADJOURNMENT

Ms. Carolyn Riley adjourned the October 9, 2024 meeting of the Joint Operating Committee at 8:26 p.m.

Ms. 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, OCTOBER 9, 2024**

1. 2025-2026 EASTERN PROPOSED BUDGET

Dr. Plesnarski reviewed the 2025-2026 Proposed Budget to be presented for approval at the November 2024 Joint Operating Committee Meeting.

2. SEPTEMBER 30 STUDENT ENROLLMENT

Dr. Plesnarski provided a report on the status of the September 30 student enrollment to be approved at the November 2024 Joint Operating Committee Meeting.

3. THIRD SESSION PROPOSAL

Dr. Plesnarski reviewed the third session proposal, including an overview and approval and implementation timeline.

4. BOARD MEMBERS TERM EXPIRING

The following Joint Operating Committee Members' terms expire on November 30, 2024:

Bryn Athyn - Edmund Rhodes

Springfield - Ilene Bell

Upper Moreland - LouCrecie Garlanger

EASTERN sent emails to District Superintendents and their Board Secretary to remind them about this process.

5. MOU WITH UPPER MORELAND POLICE DEPARTMENT

Dr. Plesnarski shared the current MOU with our local police, which needs to be renewed by June 30th. She is recommending a renewal with no language changes.

6. EASTERN FOUNDATION

Dr. Plesnarski informed the JOC of the Foundation donation link.

If you would like to donate online, you can use our link

- <https://my.cheddarup.com/c/eastern-foundation/items?cart>

Please consider supporting our students through EASTERN's Foundation. And remember – you can earmark your donation for a particular program if you so desire.