EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, DECEMBER 11, 2024

Ms. Carolyn Riley, President, called the public meeting of the Joint Operating Committee to order at 8:07 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
Dr. James Lee	Lower Moreland
Ms. Ileen Bell	Springfield
Ms. Jennifer Iannitti	Upper Dublin
Ms. LouCrecie Garlanger [via Zoom]	Upper Moreland
Mr. Kenneth Roos, Esq.	Solicitor
Dr. Jeffrey Fecher	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

Nicholas Choitz and Angelina Tang led the Joint Operating Committee and audience in a salute to the flag.

JOINT OPERATING COMMITTEE REORGANIZATION

Informational:

Recognition of Membership

Ms. Carolyn Riley acknowledged the terms and memberships for each of our participating school districts.

Term: December 2024 – November 2027

1. Bryn Athyn – Mr. Edmund Rhodes
2. Springfield – Ms. Ilene Bell
3. Upper Moreland – Ms. LouCrecie Garlanger

Term: December 2023 – November 2026

1. Abington – Ms. Elizabeth Eisenhart
2. Cheltenham – Mr. Charles Burdell-Williams
3. Jenkintown – Ms. Carolyn Riley

Term: December 2022 – November 2025

1. Hatboro-Horsham – Ms. Tara Conner-Hallston
2. Lower Moreland – Dr. James Lee
3. Upper Dublin – Ms. Jennifer Iannitti

Ms. Carolyn Riley acknowledged the terms of Officers as follows:

Treasurer – Marta Mecray
One-Year Term: July 1, 2024 – June 30, 2025

Secretary – Ms. Katie Braun
Four-Year Term: July 1, 2022 – June 30, 2026

Superintendent of Record – Dr. Jeffrey Fecher
Two-Year Term: July 1, 2024 – June 30, 2026

Action:

Election of Officers - President and Vice President

The most senior board member, Ms. Carolyn Riley, assumed the Chair as Temporary President of the Joint Operating Committee for the purpose of election of officers.

On behalf of the Nominating Committee, Ms. Elizabeth Eisenhart reported that the Nominating Committee recommends and nominates the following slate of officers and terms:

- Ms. Carolyn Riley, President - Term: December 12, 2024 – December 10, 2025
- Mr. Charles Burdell-Williams, Vice President - Term: December 12, 2024 – December 10, 2025

After no further nominations were presented, Ms. Carolyn Riley moved to close nominations. Motion carried unanimously.

Ms. Tara Conner-Hallston moved to elect Ms. Carolyn Riley as President for a one-year term from December 12, 2024 – December 10, 2025.
Motion carried unanimously.

Dr. James Lee moved to elect Mr. Charles Burdell-Williams as Vice President for a one-year term from December 12, 2024 – December 10, 2025.
Motion carried unanimously.

Ms. Carolyn Riley assumed the Chair. She thanked the JOC for their support.

Adoption of Policies

Ms. Jennifer Iannitti moved to approve EASTERN's website (www.eastech.org) as the official repository of all operating policies for the Joint Operating Committee and EASTERN Board of School Directors effective December 12, 2024 until further action of the Joint Operating Committee.
Motion carried unanimously.

MINUTES

Mr. Charles Burdell-Williams moved approval of the Joint Operating Committee minutes of the regular session meeting November 13, 2024.
Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos, Solicitor, announced that there was no Executive Session prior to this meeting.

PRESIDENT'S REPORT

Informational:

Career and Technical Education – Congress Bundestag

These students submitted their transcripts, essays and parent letters of support for Congress Bundestag.

Khafra Anyika– Welding Technology/Cheltenham High School
Sophia Steinberg – Business and Technology Professional/Abington Senior High School
Lisa Truong - Culinary Arts/Abington Senior High School

Leadership SkillsUSA Conference

From November 13-15, 2024, a delegation of 31 Eastern Center for Arts and Technology (EASTERN) SkillsUSA students and four faculty advisors participated in the SkillsUSA Leadership Conference at Kalahari Resorts in Pocono Manor, PA. Approximately 250 students from six different career and technical centers from Bucks, Delaware, and Montgomery Counties attended the District 2 Leadership Conference. A total of thirty-

eight medals were awarded to the EASTERN participants, including nineteen gold medals, thirteen silver medals, and six bronze medals. Congratulations to all participants!

National Technical Honor Society

EASTERN's National Technical Honor Society will put together kits to help the Kelly Dolan Memorial Fund this year for their service project.

Community Service Spotlights

The following student will be highlighted during the month of December:

- Aidan Praeger - Welding Technology/Abington
- Avery Cleary - Protective Services/Springfield
- Eddie O'Brien – Welding Technology/Abington
- Matthew Lesniak - Welding Technology/Upper Dublin
- Logan Sellers - Protective Services/Hatboro-Horsham
- Nia Bonaparte - Allied Health/Cheltenham

Articulation Agreement

Montgomery County Community College (MCCC) and Eastern Center for Arts and Technology (EASTERN), signed an articulation agreement, allowing students from EASTERN's Protective Services program to earn up to 6 credits as part of the MCCC's College of Criminal Justice A.S. program.

FINANCIAL REPORT – For the Period Ending November 30, 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 November 30, 2024, showing cash and investment balances of $2,948,363.73 as presented

Action:

Treasurer's Report *

Dr. James Lee moved acceptance of the Treasurer's Report for the period ended November 30, 2024, showing a General Fund cash and investment balances of $6,515,227.35 and total assets of $7,379,432.99 and the status of the Student Activity account.
Motion carried unanimously.

Disbursements *

Dr. James Lee moved approval of accounts payable checks #36805 through #36915 disbursed during the period of 11/01/2024 through 11/30/2024 in the amount of $200,189.16.
Motion carried unanimously.

Dr. James Lee moved approval of expense disbursement wire/ACH transfers #WT250091 through #WT250113 disbursed during the period of 11/01/2024 through 11/30/2024 in the amount of $335,2518.60.
Motion carried unanimously.

Dr. James Lee moved approval of payroll vouchers #09542 through #09801 disbursed on 11/1/2024, 11/15/2024 and 11/29/2024 in the amount of $401,771.39.
Motion carried unanimously.

Dr. James Lee moved approval of capital disbursement check #11201 disbursed during the period of 11/01/2024 through 11/30/2024 in the amount of $22,234.54.
Motion carried unanimously.

Dr. James Lee moved approval of student activities disbursement checks #82119 through #82125 disbursed during the period of 11/01/2024 through 11/30/2024 in the amount of $3,692.62.
Motion carried unanimously.

Dr. James Lee moved approval of the attached budget transfers as of November 30, 2024.
Motion carried unanimously.

STUDENT RECOGNITION

Action:

Mr. Charles Burdell-Williams moved to approve a resolution recognizing Nicholas Choitz, a senior at Cheltenham High School and in the Protective Services program, as *Outstanding Student of the Month* for November. Ms. Carolyn Riley presented Nicholas Choitz with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Mr. Gary Felmey, Educators' Association President.
Motion carried unanimously.

Ms. Jennifer Iannitti moved to approve a resolution recognizing Angelina Tang, a senior at Upper Dublin High School and in the Culinary Arts program, as *Outstanding Student of the Month* for December. Ms. Carolyn Riley presented Angelina Tang with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Mr. Gary Felmey, Educators' Association President.
Motion carried unanimously.

ACADEMIC AFFAIRS

Presentation: 2023-2024 Single Audit

Mr. Ronald Minninger of Barsz Gowie Amon and Fultz (BGA&F) presented a summary of the Single Audit Report of EASTERN's 2023-2024 finances and responded to any questions by the Joint Operating Committee during the agenda session.

Informational:

Administrative Advisory Committee Meeting *

The Administrative Advisory Committee meeting minutes of December 3, 2024 were presented.

Activities Report *

The November Activities Report of the students and staff were presented.

Action:

Key Indicators and Placement Reports *

Mr. Charles Burdell-Williams moved approval the Class of 2024 Key Indicator's and Placement Report. The reports have been reviewed and verified for use in EASTERN publications and communications. Changes in metrics include: Regular Attendance; Retention – to EASTERN and program retention; Placement – placement based on responses and monitor response rate.
Motion carried unanimously.

Donation

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

- 1- Wittern Healthy Vending Machine with 2 temperature zones, model 3566, serial number 13890315293 donated by The Educators Association of the Eastern Center for Arts and Technology

Motion carried unanimously.

PERSONNEL AFFAIRS

Informational:

Mary McDonnell was on FMLA Leave from November 11, 2024 through November 21, 2024.

Action:

Professional

Substitutes

Mr. Charles Burdell-Williams moved approval and ratification of the following substitute instructor 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	INSTRUCTOR
Electrical Technology	Hugh Warnock
Design, Photography, and Illustration	Meghan (Nico) Clinefelter

Motion carried unanimously.

Classified

Construction Cluster Occupational Aide – Resignation

Dr. James Lee moved the acceptance of the resignation of Ivan Cruz, Construction Cluster Occupational Aide, as requested in his email dated November 18, 2024.
Motion carried unanimously.

Interim Construction Cluster Occupational Aide

Dr. James Lee moved approval and ratification of Robert Laird to serve as Interim Construction Cluster Occupational Aide at $29.10 effective November 18, 2024 until a replacement is hired.
Motion carried unanimously.

Facilities Maintenance Technician – Snow Removal

Dr. James Lee moved approval of Facilities Maintenance Technician, Kyle Maurer, to work up to 30 hours at his overtime rate of $41.63 to assist with snow removal as approved by the Business Manager.
Motion carried unanimously.

Practical Nursing

Full Time Instructor/Coordinator for Part Time Practical Nursing Cohorts – Transfer

Dr. James Lee moved approval of Richard Hagy, BSN, RN as Practical Nursing Adjunct Instructor at the rate of $44.24 per hour for the remainder of the 2024-2025 school year.
Motion carried unanimously.

Volunteer

Training Supervisors

Dr. James Lee moved approval of John Curran of Kern Electric as Training Supervisor for EASTERN's Electrical Technology student John Zygmont / Hatboro-Horsham.
Motion carried unanimously.

Dr. James Lee moved approval of John Busillo of Earthborne as Training Supervisor for EASTERN's Business and Technology Professional student Cory Davis/ Upper Dublin.
Motion carried unanimously.

Dr. James Lee moved approval of Greg Weikel of Swartley Brothers Engineers, Inc. as Training Supervisor for EASTERN's Robotics and Automated Technology student John McCafferty / Springfield.
Motion carried unanimously.

Dr. James Lee moved the authorization to hire and take other personnel action as appropriate, with the approval of the Board President December 2024 and January 2025.
Motion carried unanimously.

FACILITIES, TECHNOLOGY, AND FINANCIAL AFFAIRS

Informational:

Building Report *

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

Action:

WGL Energy Services Agreement for Electric Power Rates July 2025 through July 2027

Ms. Tara Connor-Hallston approval and ratification of the attached two (2) year agreement with WGL Energy Services to lock in an electrical power rate of $0.05622/kWh from July 2025 through July 2027.
Motion carried unanimously.

Acceptance of the 2023-2024 Financial Audit Report

Ms. Tara Connor-Hallston moved acceptance of the audit report for the school year ended June 30, 2024, as prepared by Barsz, Gowie Amon & Fultz, LLC (BGA&F) for Eastern Center for Arts and Technology.
Motion carried unanimously.

RFP for Audit Services

Ms. Tara Connor-Hallston moved approval to solicit Request for Proposals (RFP) from auditing firms to conduct our year-end audits for school years 2024-2025, 2025-2026, 2026-2027 and 2027-2028.
Motion carried unanimously.

Exploration of Alternative Spaces for Practical Nursing

Ms. Tara Connor-Hallston moved approval of exploring alternative spaces for practical nursing to lease for their program area to be turned into a building trades program in the future.
Motion carried unanimously.

Preliminary Design Cost for Renovation to LPN Area

Ms. Tara Connor-Hallston moved approval for Breslin Architects to start preliminary design work to renovate the license practical nursing program area into a building trades program area for a cost not to exceed $10,000 as per the attached proposal.
Motion carried unanimously.

Disbursement Authorization

Ms. Tara Connor-Hallston moved authorization to make disbursements, upon review and approval by the Joint Operating Committee President for the month of December 2024 due to no January meeting of the Joint Operating Committee as per Board Policy.
Motion carried unanimously.

SOLICITORS REPORT

Mr. Kenneth Roos reviewed his Solicitor Report.

NEXT MEETING

The next meeting of the Joint Operating Committee is Wednesday, February 12, 2025.

ADJOURNMENT

Ms. Carolyn Riley adjourned the December 11, 2024 meeting of the Joint Operating Committee at 8:49 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, DECEMBER 11, 2024

1. KEY INDICATOR AND PLACEMENT DATA

Dr. Plesnarski shared the Key Indicator and Placement Data.

2. ELECTION OF OFFICERS

The Nomination Committee discussed the process and recommendations of the Nomination Committee.

3. PRESENTATION: FINANCIAL AUDIT REPORT

Ron Minninger reported on the 2023-2024 Financial Audit Report and answer any questions for the Joint Operating Committee.