

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, MARCH 12, 2025**

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
Dr. James Lee	Lower Moreland
Ms. Ilene Bell	Springfield
Ms. Jennifer Iannitti	Upper Dublin
Ms. LouCrecie Garlanger	Upper Moreland
Mr. Kenneth Roos, Esq.	Solicitor
Dr. Jeffrey Fecher	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

Skyler Childs led the Joint Operating Committee and audience in a salute to the flag.

ACKNOWLEDGEMENT AND HONOR OF INDIGENOUS AND DIVERSE COMMUNITIES

Mr. Charles Burdell-Williams read the Acknowledgement and Honor of Indigenous and Diverse Communities.

MINUTES

Ms. Tara Conner-Hallston moved approval of the Joint Operating Committee minutes of the regular and agenda session meeting of February 12, 2025.

Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos, Esq. announced that immediately prior to this meeting, the JOC held an executive session to discuss the potential lease or purchase of real estate.

PRESIDENT'S REPORT

Informational:

Student Success

EASTERN acknowledged the dedicated student volunteer firefighters for their assistance in extinguishing the SPS fire. Their bravery and commitment are truly appreciated.

Sydney Polzin – Exercise Science – Upper Moreland

Cody Krol – Automotive Technology Graduate - Abington

Kelly Rigaut – Protective Services - Abington

Kenney Lawyer – Protective Services - Abington

David Phillips – Protective Services - Abington

RJ Jones – Protective Services - Abington

Xavier Watson Green – Protective Services - Abington

Blake Wilson – HVAC – Hatboro-Horsham

Eddie O'Brien – Welding Technology - Abington

Matthew Lesniak – Welding Technology – Upper Dublin

Open House – Sunday, March 2, 2025

EASTERN's Open House was held on Sunday, March 2, 2025, from 1:00 p.m. to 3:00 p.m. There were approximately 850 visitors throughout the day, as well as Advisory Committee members, Joint Operating Committee members, EASTERN staff and administration. 18 post-secondary representatives were on hand. Faculty members indicated that there was a constant influx of students and parents visiting the classrooms throughout the event.

SkillsUSA State Competitors

Forty-two SkillsUSA members and six chaperones are attending the SkillsUSA State Competitions from April 2-4, 2025, in Hershey, PA.

FINANCIAL REPORT – For the Period Ending February 28, 2025 *

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 February 28, 2025, showing cash and investment balances of \$3,102,474.15 as presented

Action:

Treasurer's Report

Mr. Charles Burdell-Williams moved acceptance of the Treasurer's Report for the period ended February 28, 2025, showing a General Fund cash and investment balances of \$7,358,033.10 and total assets of \$8,776,125.61 and the status of the Student Activity account.

Motion carried unanimously.

Disbursements

Mr. Charles Burdell-Williams moved approval of accounts payable checks #37141 through #37241 disbursed during the period of 2/01/2025 through 2/28/2025 in the amount of \$196,239.52.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of expense disbursement wire/ACH transfers #WT250155 through #WT250171 disbursed during the period of 2/01/2025 through 2/28/2025 in the amount of \$281,941.68.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of payroll vouchers #010103 through #010273 disbursed on 2/07/2025 and 2/21/2025 in the amount of \$276,050.74.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of capital reserve disbursement check #11205 disbursed during the period of 2/01/2025 through 2/28/2025 in the amount of \$49,914.86.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of student activity disbursement checks #82133 through #82137 disbursed during the period of 2/01/2025 through 2/28/2025 in the amount of \$2,036.76.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval of the budget transfers for the period ended February 28, 2025.

Motion carried unanimously.

STUDENT RECOGNITION

Action:

Ms. LouCrecie Garlanger moved approval of a resolution recognizing Skyler Childs, a senior at Upper Moreland High School and in the Robotics and Automated Technology program, as *Outstanding Student of the Month* for March. Ms. Carolyn Riley presented Skyler Childs with the Resolution; EASTERN shirt; the Association's gift card presented by Mr. Gary Felmey, Educators' Association representative; and the Rotary plaque will be presented at the luncheon.

Motion carried unanimously.

ACADEMIC AFFAIRS

Informational:

Administrative Advisory Committee Meeting *

The Administrative Advisory Committee meeting was not held on March 4, 2025 but informational items were sent and were presented for your information.

Executive Advisory Committee Meeting *

The Executive Advisory Committee meeting minutes of March 5, 2025 were presented.

Adult Education Enrollment *

The administration submitted the Spring Term 2025 Adult Education enrollment snapshot. As of March 1, 2025, there were 212 students enrolled in Adult Education courses, with 66 students in the Continuing Education Apprentice programs and 146 in the Practical Nursing program.

Activities Report *

The February 2025 Activities Report of the students and staff was presented.

Action:

Career and Technical Student Organization

Ms. Jennifer Iannitti moved approval for 42 SkillsUSA members and 6 chaperones, to attend the SkillsUSA state conference April 2-4, 2025 in Hershey, PA. EASTERN will pay for 34 district gold medal winners and 6 chaperones at an approximate cost of \$18,904 including registration, housing, and meals. The cost for busing is approximately \$4,000.

The local SkillsUSA chapter will pay for the cost of 8 students "Direct to State" competitors and approximately \$3,296 including registration, housing and meals.

Motion carried unanimously.

Program Reviews *

Ms. Jennifer Iannitti moved approval of the Program Reviews for Allied Health and Automotive Technology programs.

Motion carried unanimously.

New Occupational Advisory Committee Members *

Ms. Jennifer Iannitti moved approval of new members to the Occupational Advisory Committees as per the attached listing.

Motion carried unanimously.

Donations

Ms. Jennifer Iannitti moved approval of the following donations in support of the instructional programs:

- 30 pieces of car parts, hoods, fenders, bumpers, and doors to be used for our Collision Repair Technology program.
- OPI Hand Cream (1), Shampoo Catwalk by TIGI (5), Conditioner Catwalk by TIGI (13), Magnetic Gel Liner (7), Kenra Restorative Reconstruction 1.0oz (4), Kenra Styling Crème (2), OPI Bole (2), Urban Alchemy Cleanse (4), and Clipper Guides #8 (2) donated by CosmoProf-Willow Grove, to be used in the Cosmetology program.

Motion carried unanimously.

POLICY

Informational:

Policy – Bullying and Other Unlawful Harassment – C130 *

EASTERN has completed review of the Bullying Policy/Director Procedure (required every 3 years) and has concluded that no changes are necessary.

Action:

Acknowledgement and Honor of Indigenous and Diverse Communities

Ms. Elizabeth Eisenhart moved approval of the addition of this land acknowledgement as a standard part of the JOC meeting following the Pledge of Allegiance:

We begin this meeting with acknowledgment of and honor for the many legacies that have impacted our community, particularly those buried over time.

Acknowledging truth is critical to building mutual respect and connection across all barriers of heritage and difference.

EASTERN stands within the Lenapehokink – the ancestral homeland of the Lenni Lenape civilization. Their people were, and still are, caretakers of this land and its rivers, and their legacy continues. We pay respect to their elders past and present.

Our community owes its existence and vitality to generations from around the world who contributed their hopes, dreams, and energy to making the history that led to this moment.

Some were brought here against their will, some were drawn to leave their distant homes in the hope of a better life, and some have lived on this land for more generations than can be counted.

Please take a moment to consider the many legacies of violence, displacement, migration, and settlement that bring us together and as a community committed to equity and social justice that fosters intellectual curiosity and discourse, join us in uncovering such truths.

Motion carried unanimously.

2025-2026 School Calendar *

Ms. Elizabeth Eisenhart moved approval of the calendar for students, teachers and staff for the 2025-2026 school year as presented. This has been reviewed by the Administrative Advisory Committee.

Motion carried unanimously.

Memorandum of Understanding – Upper Moreland Police Department *

Ms. Elizabeth Eisenhart moved acceptance of the attached two-year Memorandum of Understanding between the Upper Moreland Police Department and Eastern Center for Arts and Technology to establish procedures to be followed when an incident involving an act of violence or possession of a weapon occurs on school property.

Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Professional

Culinary Arts Instructor – Live Work

Ms. Tara Conner-Hallston moved approval of Culinary Arts Instructor Benjamin Vozzo to work up to 7 hours to assist students with the Taste of Willow Grove on April 6, 2025 at the rate of \$41 per hour.

Motion carried unanimously.

Classified

Interim Culinary Arts Occupational Aide

Ms. Tara Conner-Hallston moved the approval of Cheryl Steacker to serve as Interim Culinary Arts Occupational Aide at \$29.10 effective April 7, 2025, until May 30, 2025.

Motion carried unanimously.

Summer Work

Curriculum

Ms. Tara Conner-Hallston moved approval of Automotive Technology Instructor to work 35 hours during the summer at the current contracted rate for curricular and instructional preparation.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Robotics and Automated Technology Instructor Kyle Jacoby to work 15 hours during the summer at the current contracted rate for curricular and instructional preparation.

Motion carried unanimously.

Dual Enrollment

Ms. Tara Conner-Hallston moved approval of Allison Latzo to work 7 hours during the summer at the current contracted rate for dual enrollment - MCCC.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Michael Refsnider to work 7 hours during the summer at the current contracted rate for dual enrollment - MCCC.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Erin Derby to work 7 hours during the summer at the current contracted rate for dual enrollment - MCCC.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Nicole Abruzzi to work 7 hours during the summer at the current contracted rate for dual enrollment - Penn College.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Meghan Cicchino to work 7 hours during the summer at the current contracted rate for dual enrollment - Penn College.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Gary Felmey to work 7 hours during the summer at the current contracted rate for dual enrollment - Penn College.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Steven Parke to work 7 hours during the summer at the current contracted rate for dual enrollment - Penn College.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Benjamin Vozzo to work 7 hours during the summer at the current contracted rate for dual enrollment - Penn College.

Motion carried unanimously.

SkillsUSA

Ms. Tara Conner-Hallston moved approval of Allison Latzo to work 7.5 hours during the summer at the current contracted rate for SkillsUSA Officer Training.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Hayley Granacher to work 7.5 hours during the summer at the current contracted rate for SkillsUSA Officer Training.
Motion carried unanimously.

ACF Accreditation Preparation

Ms. Tara Conner-Hallston moved approval of Culinary Arts Instructor Charlie Zachmann to work 20 hours during the summer at the current contracted rate to prepare for the ACF Accreditation.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Culinary Arts Instructor Benjamin Vozzo to work 20 hours during the summer at the current contracted rate to prepare for the ACF Accreditation.
Motion carried unanimously.

NATEF Instructor Training

Ms. Tara Conner-Hallston moved approval of Collision Repair Instructor Steven Parke to work 25 hours during the summer at the current contracted rate to attend the NATEF Instructor Training Conference
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Automotive Instructor to work 25 hours during the summer at the current contracted rate to attend the NATEF Instructor Training Conference.
Motion carried unanimously.

IEP/Paperwork

Ms. Tara Conner-Hallston moved approval of Student Success Counselor Jennifer Rubin to work 30 hours during the summer at the current contracted rate to work on IEP/Paperwork.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Student Success Coordinator Veronica Stanley to work 30 hours during the summer at the current contracted rate to work on IEP/Paperwork.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Student Success Coordinator Rebecca Ashworth to work 30 hours during the summer at the current contracted rate to work on IEP/Paperwork.
Motion carried unanimously.

Site Visits

Ms. Tara Conner-Hallston moved approval of School-to-Career Coordinator Hayley Granacher to work up to 40 hours during the summer at her current per diem rate to conduct work site visits (as required by law). Hours used will be based on number of interns placed.
Motion carried unanimously.

Summer Production/Marketing

Ms. Tara Conner-Hallston moved approval of Tricia Simmler-Totaro to work 25 hours during the summer at the current contracted rate to work on summer production for the Marketing and Recruitment Coordinator.
Motion carried unanimously.

Human Resources Coordinator – Summer Coverage

Ms. Tara Conner-Hallston moved approval of Administrative Assistant Linda McAlpine to work up to 25 hours for extra support in Human Resources, as needed.
Motion carried unanimously.

Summer Work Schedule for All 12-Month, Full-time Staff

Ms. Tara Conner-Hallston moved approval to allow all 12-month, full-time staff the option of a 4-day work week in the summer.
Motion carried unanimously.

Volunteer

Training Supervisor

Ms. Tara Conner-Hallston moved approval of Tyler Blaetz of Blaetz Electric LLC as Training Supervisor for EASTERN's Electrical Technology student Cole O'Brien / Abington.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Robert Dyke of Willow Computer Services, Inc. as Training Supervisor for EASTERN's Networking and Cybersecurity/ Hatboro-Horsham.
Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

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

Action:

Agreement and Schedule B with ATI Complete Partnership as part of the Curriculum for our Practical Nursing Program *

Ms. Jennifer Iannitti moved approval of the attached agreement and schedule B with ATI Complete Partnership to purchase curriculum resources for our practical nursing program class cohorts #164 through #174.

Motion carried unanimously.

Purchase of New Wireless Access Points and Configuration from IntegraOne (Eligible for 60% eRate Reimbursement) *

Ms. Jennifer Iannitti moved approval to purchase new wireless access points and reconfiguration from IntegraOne at a cost not to exceed \$41,537.08 (eligible for 60% eRate reimbursement on eligible items or \$24,922.25 paid for by e-Rate program and \$16,614.83 paid for by EASTERN after approved eRate reimbursement).

Motion carried unanimously.

NEXT MEETING

The next meeting of the Joint Operating Committee is Wednesday, April 9, 2025.

ADJOURNMENT

Ms. Carolyn Riley adjourned the March 12, 2025 meeting of the Joint Operating Committee at 8:29 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, MARCH 13, 2024

1. 2025-2026 SCHOOL CALENDAR

Dr. Plesnarski presented the calendar for students, teachers, and staff for the 2025-2026 school year. This has been reviewed by the Administrative Advisory Committee.

2. SUMMER CURRICULUM WORK

Dr. Plesnarski reviewed the summer curriculum work requests that are part of the Personnel Affairs section of this evening's agenda.

3. PROGRAM REVIEWS

Dr. Plesnarski shared the Program Review for Allied Health and Automotive Technology. This has been reviewed by the Executive Advisory Committee.

4. BOILER REPLACEMENT

Dr. Plesnarski and Katie Braun will discuss the boiler replacement.