

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, APRIL 9, 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 via Zoom:

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
Ms. Chirstina Gallagher	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

Greyson Stewart led the Joint Operating Committee and audience in a salute to the flag.

ACKNOWLEDGEMENT AND HONOR OF INDIGENOUS AND DIVERSE COMMUNITIES

Ms. Carolyn Riley 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 March 12, 2025.
Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Ms. Christina Gallagher announced that an Executive Session was held prior to the meeting to review the 2025-2030 Memorandum of Understanding for the Executive Director.

PRESIDENT’S REPORT

Informational:

Superintendents and State Competitors

The Superintendents had the opportunity to have breakfast with the AM SkillsUSA State competitors prior to their regularly scheduled meeting with Dr. Plesnarski on April 1, 2025. The PM SkillsUSA State competitors had a pizza party with Administration. Student competitors introduced themselves, and discussed their competition, and future plans. The State Competition was held in Hershey from April 2-4, 2025.

SkillsUSA State Competition *

Forty-two students from the Eastern Center for Arts and Technology (EASTERN) in Willow Grove attended the SkillsUSA State Competition in Hershey, PA from April 2-4, 2025. Students from all over Pennsylvania took part in the competition. SkillsUSA is a national student leadership organization that encourages students to be productive individuals in our democratic society, work to their potential, become responsible, be proud of their accomplishments, and be supportive of their community.

Construction Technology Students Volunteer to Build Homes Lost in Hurricane Helene

Three students volunteered their time with the IPD Disaster Response. Their efforts contributed to rebuilding homes in Marion, North Carolina, that were destroyed by flooding caused by Hurricane Helene in September:

Eoin Anto	Construction Technology	Springfield
Jack Campion	Construction Technology	Abington
Dante McDonnell-Ortiz	Construction Technology	Upper Moreland

Women’s History Month

March was Women’s History Month. The following EASTERN students were spotlighted to help us celebrate this month:

Aneesa Anderson	Culinary Arts	Cheltenham
Diana Codio	Networking and Cybersecurity	Cheltenham
Lisa Truong	Culinary Arts	Abington

FINANCIAL REPORT – For the Period Ending March 31, 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 March 31, 2025, showing cash and investment balances of \$3,196,020.35 as presented

Action:

Treasurer's Report *

Ms. Tara Conner-Hallston moved acceptance of the Treasurer's Report for the period ended March 31, 2025, showing a General Fund cash and investment balances of \$7,197,539.52 and total assets of \$8,478,587.03 and the status of the Student Activity account.

Motion carried unanimously.

Disbursements *

Ms. Tara Conner-Hallston moved approval of accounts payable checks #37242 through #37375 disbursed during the period of 3/01/2025 through 3/31/2025 in the amount of \$353,215.24.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of expense disbursement wire/ACH transfers #WT250172 through #WT250190 disbursed during the period of 3/01/2025 through 3/31/2025 in the amount of \$730,400.42.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of payroll vouchers #010274 through #010445 disbursed on 3/07/2025 and 3/21/2025 in the amount of \$269,144.80.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of capital reserve disbursement check #11206 disbursed during the period of 3/01/2025 through 3/31/2025 in the amount of \$2,977.20.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of student activity disbursement checks #82138 through #82148 disbursed during the period of 3/01/2025 through 3/31/2025 in the amount of \$6,263.15.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of the attached budget transfers for the period ended March 31, 2025.

Motion carried unanimously.

STUDENT RECOGNITION *

Action:

Ms. Elizabeth Eisenhart moved approval of a resolution recognizing Greyson Stewart, a senior at Abington Senior High School and in the Design, Photography, and Illustration program, as *Outstanding Student of the Month* for April. Ms. Carolyn Riley presented Greyson Stewart with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Mr. Gary Felme, Educators' Association representative.

Motion carried unanimously.

ACADEMIC AFFAIRS

Informational:

Counselor/Special Education Liaison Committee Meeting *

The Counselor/Special Education Liaison Committee meeting minutes of March 26, 2025 were presented.

Administrative Advisory Committee Meeting *

The Administrative Advisory Committee meeting minutes of April 1, 2025 were presented.

Activities Report *

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

Action:

Donations

Mr. Charles Burdell-Williams moved acceptance of the following donations in support of the instructional programs: Kennedy Collision Center donated 20 pieces of car parts (hood, bumpers, door, and fenders) to be used for our Collision Repair program.
Motion carried unanimously.

POLICY

Informational:

Director Procedure J121 – Acceptable Use Policy *

Attached is the revised DPJ121 – Acceptable Use Policy where we changed the Network User Agreement form only.

Action:

2024-2025 School Calendar *

Ms. Tara Conner-Hallston moved acceptance of the revised 2024-2025 School Calendar showing snow day changes.
Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Administration

Executive Director's Memorandum of Understanding *

Ms. Tara Conner-Hallston moved acceptance of the attached Memorandum of Understanding for Dr. Cathleen Plesnarski for compensation and benefits through June 30, 2030.
Motion carried unanimously.

Professional

Automotive Technology Instructor – Retirement *

Ms. Tara Conner-Hallston moved the acceptance of the retirement of Automotive Technology Instructor, George Stahl, effective June 18, 2025, and adoption of the attached Resolution acknowledging his services and many contributions to this school.
George Stahl has served the school since August 2006
Motion carried unanimously.

Substitutes

Ms. Tara Conner-Hallston moved ratification and approval of the following substitute instructors for the remainder of 2024-2025 school year:

CERTIFIED ASSIGNMENT	INSTRUCTOR
Design, Photography, and Illustration Business and Technology	John Leitner
Business and Technology	John Breen

Motion carried unanimously.

Classified

Student Success Aide – Unpaid Leave

Ms. Tara Conner-Hallston moved approval of Student Success Aide, Robert Beck, to take unpaid leave on April 15 and April 16, 2025.
Motion carried unanimously.

Administrative Assistant to PN Program Coordinator – PN Open House

Ms. Tara Conner-Hallston moved approval of Administrative Assistant to PN Program Coordinator, Kristin Waldner, to work up to 3 hours at her regular rate, \$29.33, to assist with Practical Nursing Open House on April 27, 2025.
Motion carried unanimously.

Volunteer

Training Supervisors

Ms. Tara Conner-Hallston moved the approval of Steve Jenet of John Kennedy Ford of Jenkintown as Training Supervisor for EASTERN's Automotive Technology students Joseph Thompson / Hatboro-Horsham and Connor Sheppleman / Abington.
Motion carried unanimously.

Ms. Tara Conner-Hallston moved the approval of Damian Potocki of Timberlane Inc. as Training Supervisor for EASTERN's Construction Technology student John Campion / Abington.
Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

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

Online Auction through Municibid

The Facilities Department in collaboration with the Business Department will be holding an online auction via Municibid for auctioning off equipment and office supplies/furniture no longer needed. This auction will be held from April 28 through May 16, 2025.

Action:

The Supplemental Equipment Grant - \$178,486.44

Ms. Tara Conner-Hallston moved the acceptance of the Supplemental Equipment Grant in the amount of \$178,486.44 from the Pennsylvania Department of Education (PDE).
This grant will be used to purchase the following pieces of equipment:

Culinary Arts

- Eleven (11) – Vulcan HD 6 Burner Range
- One (1) – Salamander Broiler
- One (1) – Char Broiler
- One (1) – Gas Floor Fryer

Allied Health

- One (1) – Paracentesis Ultrasound Training Mode GT

Motion carried unanimously.

Chester County Intermediate Unit Backup Services *

Ms. Tara Conner-Hallston moved approval and ratification for the Technology Services Department to change backup solution vendors. The department maintains servers here at EASTERN that need to be backed up each night. Our current contract is up for renewal and after meeting with several companies, we have decided to enter into an agreement with the Chester County Intermediate Unit (CCIU) for these services effective April 1, 2025 until June 30, 2027.

The CCIU is the current backup provider of several of our sending schools and come highly recommended. They are offering consortium pricing which is lower than our current provider and their solution provides us better features, security, and incident response compared to our current solution. The features in this platform are also in line with what our cybersecurity insurance providers are looking for at renewal time each year.

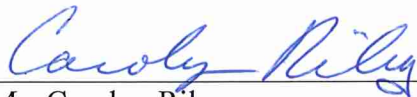
Motion carried unanimously.

NEXT MEETING

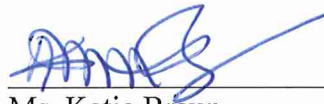
The next meeting of the Joint Operating Committee is Wednesday, May 14, 2025.

ADJOURNMENT

Ms. Carolyn Riley adjourned the April 9, 2025 meeting of the Joint Operating Committee at 8:24 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, APRIL 10, 2024
7:30 PM VIA ZOOM**

1. Presentation - Potential Capital and Program Outcomes Based on PAsmart Grant Approval

Dr. Plesnarski shared potential implications for programming and capital expenses based on whether EASTERN is awarded the PAsmart Grant.

2. 2025-2026 School Goals

Dr. Plesnarski discussed the importance of carrying out these goals through multiple years to ensure they are met and produce expected outcomes for students. The goals will be presented for approval in the June 2025 Joint Operating Committee agenda.

3. 2026-2027 Budget Development Calendar

The 2026-2027 Budget Development Calendar was finalized and presented for review by the Joint Operating Committee.

4. Proposed 2025-2026 Meeting Dates

Dr. Plesnarski reviewed the proposed 2025-2026 meeting dates for Joint Operating Committee meetings, which are normally held the second Wednesday of the month. After discussion, the Joint Operating Committee was asked to consider approving the proposed meeting dates at next month's public meeting.