

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, MAY 14, 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
	Lower Moreland
Ms. Ilene Bell	Springfield
Ms. Jennifer Iannitti	Upper Dublin
Ms. LouCrecie Garlanger	Upper Moreland
Mr. Kenneth Roos	Solicitor
	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

Ms. Nia Bonaparte led the Joint Operating Committee and audience in a salute to the flag.

ACKNOWLEDGEMENT AND HONOR OF INDIGENOUS AND DIVERSE COMMUNITIES

Ms. Elizabeth Eisenhart read the Acknowledgement and Honor of Indigenous and Diverse Communities.

MINUTES

Ms. Tara Conner-Hallston moved approval of the April 9, 2025 Joint Operating Committee minutes of the regular and agenda session meetings.
Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos, Esq. announced that an Executive Session was held before the public meeting to discuss personnel matters.

PRESIDENT'S REPORT

Informational:

National Technical Honor Society

April 30, 2025, EASTERN will host the National Technical Honor Society induction ceremony. Congratulations, inductees!

<u>Name</u>	<u>Program</u>	<u>District</u>
Lizaveta Baidzimirava	Design, Photography, and Illustration	Hatboro-Horsham
Nia Bonaparte	Allied Health	Cheltenham
Fox Cavanaugh	Veterinary Science	Upper Dublin
Meghan Groman	Allied Health	Hatboro-Horsham
Isabelle Hicks	Allied Health	Hatboro-Horsham
Chase Lambert	Culinary Arts	Abington
Jeslyn Oppong	Allied Health	Cheltenham
Sarah Rann	Robotics and Automated Technology	Cheltenham
David Rubin	Robotics and Automated Technology	Springfield
Benjamin Zollers	Networking and Cybersecurity	Hatboro-Horsham

Student Focus Group

On April 28, 2025, EASTERN hosted a Student Focus Group meeting during the AM and PM session. The agenda included the following items: results of the Climate and Culture Survey; summary and status of recommendations from the fall meeting; group discussions; understanding why students love EASTERN; and ideas for senior recognition.

Decision Day

EASTERN recognized students on Decision Day, Friday, May 9, 2025. It was a great opportunity for us to celebrate our EASTERN seniors who have chosen to pursue postsecondary education related to their career program, signed on with a company to begin their career as a professional in the skilled trades, or selected a military branch!

PAsmart CTE Innovation Grant - \$450,000

EASTERN was one of 17 schools in the state to be awarded the PAsmart CTE Innovation grant for \$450,000. This grant funding will help us renovate our building after we move out Practical Nursing so we can launch a Building Trades program in 2026-2027.

EASTERN Foundation *

The EASTERN Foundation meeting minutes from April 15, 2025 are attached for your review.

FINANCIAL REPORT – For the Period Ending April 30, 2025 *

Informational:

The Joint Operating Committee acknowledged receipt of the following:

- Statement of Revenues and Expenditures as presented
- Status of the capital reserve fund revenues for the period ended April 30, 2025, showing cash and investment balances of \$3,225,499.29 as presented.

Action:

Treasurer's Report

Ms. Ilene Bell moved acceptance of the Treasurer's Report for the period ended April 30, 2025 showing a General Fund cash and investment balances of \$7,575,914.95 and total assets of \$8,576,510.84 and the status of the Student Activity account.

Motion carried unanimously.

Disbursements

Ms. Ilene Bell moved approval of accounts payable checks #37376 through #37487 disbursed during the period of 4/01/2025 through 4/30/2025 in the amount of \$250,922.43.

Motion carried unanimously.

Ms. Ilene Bell moved approval of expense disbursement wire/ACH transfers #WT250191 through #WT250212 disbursed during the period of 4/01/2025 through 4/30/2025 in the amount of \$296,349.76.

Motion carried unanimously.

Ms. Ilene Bell moved approval of payroll vouchers #010446 through #010620 disbursed on 4/04/2025 and 4/18/2025 in the amount of \$271,229.19.

Motion carried unanimously.

Ms. Ilene Bell moved approval of capital reserve checks #11207 through #11211 disbursed during the period of 4/01/2025 through 4/30/2025 in the amount of \$101,530.22.

Motion carried unanimously.

Ms. Ilene Bell moved approval of student activity disbursement checks #82149 through #82153 disbursed during the period of 4/01/2025 through 4/30/2025 in the amount of \$5,991.68.

Motion carried unanimously.

Ms. Ilene Bell moved approval of the attached budget transfers for the periods ended April 30, 2025.

Motion carried unanimously.

STUDENT RECOGNITION

Action:

Mr. Charles Burdell-Williams moved to approve a resolution recognizing Nia Bonaparte, a senior at Cheltenham High School and in the Allied Health program, as Outstanding Student of the Month for May. Ms. Carolyn Riley presented Nia Bonaparte with the Resolution and EASTERN shirt, and Nia will receive a Rotary plaque on June 5, 2025 from the Willow Grove Rotary. The Association's gift card was presented by Ms. Hayley Granacher, Educators' Association representative.

Motion carried unanimously.

ACADEMIC AFFAIRS

Presentation:

SkillsUSA Advisors Allison Latzo and Rebecca Ashworth and the SkillsUSA state medalists gave a presentation along with a demonstration of the Chapter Display during the Agenda Session.

Informational:

The Joint Operating Committee acknowledged receipt of the following:

- Principals' Advisory Committee meeting minutes of April 24, 2025
- Administrative Advisory Committee meeting minutes of May 6, 2025
- The April 2025 Activities Report of the students and staff

Action:

Conferences for the 2025-2026 School Year *

Ms. Jennifer Iannitti moved approval of the attached list of conferences for the 2025-2026 school year for administrators, professional and classified staff.

Motion carried unanimously.

Practical Nursing Tuition 2025-2026

Ms. Jennifer Iannitti moved acceptance of a student tuition increase for the Practical Nursing program to increase from \$16,850 to \$17,355 (3%) for the 2025 – 2026 school year.

Motion carried unanimously.

Practical Nursing Affiliations *

Ms. Jennifer Iannitti moved approval of the 2025-2026 Practical Nursing Affiliations.

Motion carried unanimously.

Ms. Jennifer Iannitti moved approval of the attached contract between EASTERN and Holy Redeemer Lafayette.
Motion carried unanimously.

Ms. Jennifer Iannitti moved approval of the attached contract between EASTERN and Saint Joseph Manor.
Motion carried unanimously.

Ms. Jennifer Iannitti moved approval of the attached contract between EASTERN and Holy Redeemer Child Care Center, Meadowbrook.
Motion carried unanimously.

Donations

Ms. Jennifer Iannitti moved acceptance of the following donations in support of the instructional programs:
Murad Peel (2), Express T-up Kit (2), Paraffin Protectors (6), Clean and Easy Wax (2), Hempt Pumpkin Spice Moisturizer (5), Random Color from Prasona (8), Random Color by Paul Mitchell (13), OPI String Coat (1), Gem Lites Colorditioner (3), and Lash Adhesive (6) donated by CosmoProf to be used for our Cosmetology program.
Motion carried unanimously.

POLICY

Informational:

Meetings and Activities – 2025-2026 school year *

The Joint Operating Committee acknowledged receipt of the attached lists of meetings and activities for the 2025-2026 school year.

Action:

Joint Operating Committee Meeting Dates

Ms. Tara Conner-Hallston moved approval and authorization to advertise the schedule of meeting dates for the Joint Operating Committee during the 2025-2026 school year as presented.

August 13, 2025	December 10, 2025	April 8, 2026
September 10, 2025	January 14, 2026	May 13, 2026
October 8, 2025	February 11, 2026	June 17, 2026
November 12, 2025	March 11, 2026	

Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Administration

Business Manager's Memorandum of Understanding *

Ms. Tara Conner-Hallston moved acceptance of the attached Memorandum of Understanding for Ms. Katie Braun for compensation and benefits through June 30, 2030.

Motion carried unanimously.

Professional

2025-2026 Preliminary Salary Guide *

Ms. Tara Conner-Hallston moved approval of the preliminary 2025-2026 professional salary guide as attached and authorization to assign individual salaries based on this guide. This will be finalized when all districts adopt local guides for 2025-2026.

Motion carried unanimously.

Automotive Technology Instructor – Appointment *

Ms. Tara Conner-Hallston moved approval the appointment of William Soleau as Automotive Technology Instructor effective August 1, 2025, at Step F - 15 of the Professional Salary Schedule, providing a salary of \$115,657.

Motion carried unanimously.

Automotive Technology Instructor – Mentor

Ms. Tara Conner-Hallston moved approval of Steven Parke for up to 20 hours for orientation, planning and mentoring of the Automotive Technology Instructor at the current contracted rate.

Motion carried unanimously.

Electrical Technology Instructor – Summer Work

Ms. Tara Conner-Hallston moved approval of Gary Felmey to work up to 300 hours on electrical projects at the current contracted rate.

Motion carried unanimously.

Welding Tecchnology Instructor – Unpaid Leave

Ms. Tara Conner-Hallston moved approval and ratification of Welding Technology Instructor, Meghan Cicchino, to take unpaid leave on May 1, 2025.

Motion carried unanimously.

Substitutes

Ms. Tara Conner-Hallston moved ratification and approval of Katrina Lundy substitute instructor for Cosmetology 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.

Motion carried unanimously.

Summer Cosmetology

Instructors

Ms. Tara Conner-Hallston moved approval of the following Summer Cosmetology instructors at the current contracted per hour: Sandra Hummel, Leah Davis, Haley Tucker, Nikki Parke, and Mark Folkman.

Motion carried unanimously.

Student Interns

Salary Guide

Ms. Tara Conner-Hallston moved approval of the following salary guide for Student Interns:

- | | | |
|------------------------------|------------------|-----------|
| ➤ High School Student Intern | \$14.00 per hour | 2024-2025 |
| ➤ High School Student Intern | \$15.00 per hour | 2025-2026 |

Motion carried unanimously.

Summer Interns

Electrical

Ms. Tara Conner-Hallston moved approval of the following Electrical Technology Interns to work up to 1,500 hours combined as directed by Gary Felmey and Fred Fox on electrical projects per the salary guide.

- | | |
|---------------------|---|
| ➤ Lelia Johnson | Cheltenham SD / Robotics and Automated Technology |
| ➤ Molly Smith | Upper Dublin SD / Electrical Technology |
| ➤ Jack Bender | Springfield Township SD / Electrical Technology |
| ➤ Anthony Negron | Hatboro-Horsham SD / Electrical Technology |
| ➤ Juliana Stigliano | Upper Moreland SD / Welding Technology |

Motion carried unanimously.

Technology

Ms. Tara Conner-Hallston moved approval of the Technology Intern to work up to 300 hours combined as directed by Louis Geld on technology projects per the salary guide.

- Ethan Hromisin – Cheltenham SD / Networking and Cybersecurity

Motion carried unanimously.

Practical Nursing

Adjunct Instructors

Ms. Tara Conner-Hallston moved approval and ratification of Melissa Fernandez, MSN, RN as Practical Nursing Adjunct Instructor at the rate of \$44.24/hour for the remainder of the 2024-2025 school year.

Motion carried unanimously.

Ms. Tara Conner-Hallston moved approval of Angelina Nickel, MSN, RN 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. Tara Conner-Hallston moved approval of the following Training Supervisors for EASTERN's students:

SUPERVISOR	COMPANY	STUDENT	GRADE	PROGRAM / SD
Stan Solski	Climatic Testing Systems	Ethan Duberville	11	Robotics/ Upper Dublin
Benjamin Burger	Philadelphia Cricket Club	Aneesa Anderson	12	Culinary Arts/ Cheltenham
Benjamin Burger	Philadelphia Cricket Club	Evan Sandy	12	Culinary Arts/ Abington
Emmanuela Lorisme	Seedling & Sage Catering	Lisa Truong	12	Culinary Arts/ Abington
Howard Gaul	Collision Concepts	Matt Lesniak	12	Welding/ Upper Dublin
Christian Roberts	O'Donnell Metal Fabricators	Colin Pennington	12	HVAC/ Springfield

Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

The attached building and capital project reports for April activities regarding the school plant and property were presented.

Renewal of MCIU Regional WAN (RWAN) Services Contract *

The administration will be renewing our MCIU Regional Wan (RWAN) Services contract for the period beginning July 1, 2025 and ending on June 30, 2026 for an amount not to exceed \$9,870.00 as per the attached contract. This is an increase of 3.03% (or \$290) over last year's contract. This contract provides EASTERN with our primary internet connection along with support and monitoring of internet services.

Senator Fetterman's Congressionally Directed Spending (CDS) and Programmatic Appropriations Funding Request

Senator Fetterman's Congressionally Directed Spending (CDS) and Programmatic Appropriations funding for the improvement of education project requests were due to his office for submission on May 2. EASTERN applied for an amount of \$212,146 to help fund start-up costs to launch the Building Trades program to increase access to career and technical programs, address historic waitlists for enrollment in construction related programs and to meet the needs of the market. If our funding request is approved, we will not be able to use the funding until the 2026-2027 school year which aligns on where we will be opening the program.

Action:**PASmart Advancing Computer Science & STEM Education Grant – CTE Innovation Grant - \$450,000**

Ms. Elizabeth Eisenhart moved approval to accept the PASMART Advancing Computer Science & STEM Education Grant – CTE Innovation Grant to help us launch and implement a Building Trades Program with the funds being used to cover the cost of renovation and architectural/engineering fees.

Motion carried unanimously.

Phase 6 – Building Trades Program Renovations/LPN Relocation

Ms. Elizabeth Eisenhart moved approval of hiring Breslin Ridyard Fadero Architects to develop plan designs/bid documents for the following work at a cost not to exceed \$20,000 without written authorization for the Phase 6 – Building Trades Program Renovation and LPN Relocation project.

Motion carried unanimously.

Auditing Services Proposal from Barbacane, Thorton and Company

Ms. Elizabeth Eisenhart moved acceptance of the auditing services proposal (without preparation of the AFR) and the preparation/filing of the Education Foundation's 990 form from Barbacane, Thornton, and Company (BTCPA) for school years ending June 30, 2025, 2026, 2027 and 2028 per the amounts specified in the attached agreement on page 10.

EASTERN:

Auditing Services for 2024-2025 (w/o preparation of AFR) - \$27,000
Auditing Services for 2025-2026 (w/o preparation of AFR) - \$27,000
Auditing Services for 2026-2027 (w/o preparation of AFR) - \$28,500
Auditing Services for 2027-2028 (w/o preparation of AFR) - \$28,500

FOUNDATION:

Filing Form 990 for 2024-2025 - \$2,100
Filing Form 990 for 2025-2026 - \$2,100
Filing Form 990 for 2026-2027 - \$2,200
Filing Form 990 for 2027-2028 - \$2,200
Motion carried unanimously.

Annual Designation of Depositories

Ms. Elizabeth Eisenhart moved approval to use the following depositories for the 2025-2026 school year:

Pennsylvania Local Government Investment Trust (PLGIT)
TD Bank

Motion carried unanimously.

Authorized Signatures

Ms. Elizabeth Eisenhart moved approval of the recommendation that the following personnel be authorized as its official signatures during the 2025-2026 school year:

1. Payroll, Capital Reserve Fund, Student Activity Fund and General Fund Checks
Signatures of the Board President and Business Manager/Board Secretary for payroll, general, capital reserve and student activity fund checks.
2. Purchase Orders
Signature of Executive Director and/or the Business Manager/Board Secretary.
3. Contracts – Secondary, Practical Nursing and Continuing Education
Signature of either the Board President, Executive Director, or Business Manager/Board Secretary.

Motion carried unanimously.

Cooperative Purchasing

Ms. Elizabeth Eisenhart moved authorization to participate in the following joint purchasing programs to make joint purchases of materials, supplies and equipment for the 2025-2026 school year when needed:

Association of Educational Purchasing Agencies
Commonwealth of Pennsylvania Department of General Service Contracts
(COSTARS)
Keystone Purchasing Network (KPN)

Montgomery County Intermediate Unit Joint Purchasing Consortium
Lancaster-Lebanon Intermediate Unit 13 Catalog Discount Bids
Sourcewell
National Buy Board Cooperative Purchasing
National Cooperative Purchasing Alliance (NCPA)
Pennsylvania Capital City Automotive and Equipment Contract (PACC)
Pennsylvania Educational Purchasing Program (PEPPM)
Southeastern Pennsylvania Buying Group (SEPA)
The Cooperative Purchasing Network (TCPN)
The Interlocal Purchasing System (TIPS)
U.S. Communities
U.S. General Services Administration Cooperative Purchasing

Motion carried unanimously.

OTHER BUSINESS

PSBA Voting Delegate

Mr. Charles Burdell-Williams moved to appoint Carolyn Riley as PSBA Voting Delegate to represent EASTERN for the 2025-2026 school year.
Motion carried unanimously.

Resolution of Appreciation – LouCrecie Garlanger *

Mr. Charles Burdell-Williams moved to accept the Resolution of Appreciation for LouCrecie Garlanger – Upper Moreland School District for her service on the Joint Operating Committee.
Motion carried unanimously.

NEXT MEETING

The next meeting of the Joint Operating Committee is Wednesday, June 18, 2025 via Zoom.

ADJOURNMENT

Ms. Carolyn Riley adjourned the May 8, 2024 meeting of the Joint Operating Committee at 8:34 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, MAY 14, 2025 - 7:00 P.M.

1. Preliminary Enrollment

Dr. Plesnarski presented preliminary enrollment for the 2024-2025 school year.

2. Treasurer

The Joint Operating Committee discussed the election of Marta Mecray as Treasurer for a one-year term from July 1, 2025 to June 30, 2026. The Treasurer will be approved at the June meeting.

3. PSBA Voting Delegate for PSBA Delegate Assembly

Carolyn Riley discussed the selection of a voting delegate representing EASTERN at the PSBA Delegate Assembly.

4. Presentation: SkillsUSA State Medalists

SkillsUSA State Medalists will give a presentation along with a demonstration of the Chapter Display.

5. Presentation: Capital Phase 6 Building Trades

Dr. Plesnarski presented on the Capital Phase 6 – Building Trades.