

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

WEDNESDAY, OCTOBER 8, 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
	Hatboro-Horsham
Ms. Carolyn Riley	Jenkintown
Dr. James Lee	Lower Moreland
	Springfield
Ms. Titia Scherpbier	Upper Dublin
Mr. Grant Rounds	Upper Moreland
Ms. Christina Gallagher	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

Ms. Carolyn Riley led the Joint Operating Committee and audience in a salute to the flag.

MINUTES

Ms. Elizabeth Eisenhart moved approval of the Joint Operating Committee minutes of the regular and agenda session meeting September 10, 2025.

Motion was approved.

EXECUTIVE SESSION ANNOUNCEMENT

Ms. Christine Gallagher announced that an Executive Session was not held before the public meeting.

PRESIDENT'S REPORT

Informational:

Family Orientation Night *

On September 15, 2025, EASTERN conducted its annual Family Orientation Night. Four hundred and ten (410) individuals attended the event. Forty-three percent (43%) 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.

Dominic Hernandez	Protective Services	Hatboro-Horsham
Daniel Pina-Hernandez	Collision Repair Technology	Upper Moreland
Giselle Aguilar-Rodriguez	Veterinary Science	Hatboro-Horsham

Designer Bag Bingo

The EASTERN Foundation and Skills USA will co-sponsor a Designer Bag Bingo to be held on October 22, 2025, in Upper Moreland High School's cafeteria from 6 to 8 p.m. Seating is limited. Purchase your tickets here - <https://my.cheddarup.com/c/eastern-designer-bag-bingo-2025/items>.

Foundation Meeting Minutes *

The EASTERN Foundation Meeting minutes from September 22, 2025 were presented for your information.

FINANCIAL REPORT – For the Period Ending September 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 for the period ending September 30, 2025, showing cash and investment balances of \$2,192,331.63 as presented.

Action:

Treasurer's Report

Mr. Grant Rounds moved acceptance of the Treasurer's Report for the period ending September 30, 2025, showing General Fund cash and investment balances of \$6,162,089.97 and total assets of \$7,858,565.37 and the status of the Student Activity account.

Motion carried unanimously.

Disbursements

Mr. Grant Rounds moved approval of accounts payable checks #37956 through #38051 disbursed during the period of 9/01/2025 through 9/30/2025 in the amount of \$299,419.28. Motion carried unanimously.

Mr. Grant Rounds moved approval of expense disbursement wire/ACH transfers #WT260039 through #WT260057 disbursed during the period of 9/01/2025 through 9/30/2025 in the amount of \$528,169.20. Motion carried unanimously.

Mr. Grant Rounds moved approval of ACH transfer for procurement card (P-card) expenses disbursed for the month of August in the amount of \$8,654.24. Motion carried unanimously.

Mr. Grant Rounds moved approval of payroll vouchers #011370 through #011529 disbursed on 9/05/2025 and 9/19/2025 in the amount of \$277,544.64. Motion carried unanimously.

Mr. Grant Rounds moved approval of capital reserve disbursement checks #11233 through #11238 disbursed during the period of 9/01/2025 through 9/30/2025 in the amount of \$607,250.98. Motion carried unanimously.

Mr. Grant Rounds moved approval of student activity disbursement check #82162 disbursed during the period of 9/01/2025 through 9/30/2025 in the amount of \$1,593.04. Motion carried unanimously.

There were no budget transfers in September.

STUDENT RECOGNITION

Action:

Mr. Charles Burdell-Williams moved to approve the resolution designating Amira Banks as EASTERN's Outstanding Student of the Month for October. Motion carried unanimously.

Ms. Carolyn Riley acknowledged Amira Banks, a senior at Cheltenham High School and in the Exercise Science and Rehabilitation program, as *Outstanding Student of the Month for October*, and presented her with a Resolution and EASTERN shirt. Mr. Jeffrey Pakula, Educators' Association President, presented her with the Association's gift card. She received the Rotary plaque at the luncheon.

ACADEMIC AFFAIRS

2026-2027 Budget Presentation

Dr. Cathleen Plesnarski and Katie Braun presented the administration's recommendations for the 2026-2027 operating budget at the agenda session and distributed the preliminary budget report for review.

Informational:

The Joint Operating Committee acknowledged receipts of the following:

- Counselor/Special Education Liaison Committee meeting minutes of September 17, 2025
- Principals' Advisory Committee meeting minutes of September 18, 2025
- Administrative Advisory Committee meeting minutes of October 7, 2025
- The fall term 2025 Adult Education enrollment snapshot. As of September 30, 2025, there were 69 students enrolled in Continuing Education courses, with 61 students in the Apprenticeship programs. There are 104 students enrolled in the Practical Nursing program.
- The September Activities Report of the students and staff

Action:

Career and Technical Student Organization

Mr. Grant Rounds moved approval for approximately 45 students and 5 chaperones to attend the SkillsUSA Fall Leadership Conference from November 12-14, 2025, 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 \$4,500 for lodging and travel and student transportation at a cost not to exceed \$3,500.

The SkillsUSA account (Student Activity Fund) will cover the cost for student lodging and registration at the cost not to exceed \$15,000. Each student attending will be charged \$200 to offset the expenses for the conference for a total of approximately \$9,000.

Mr. Grant Rounds moved approval for Dr. Cathleen Plesnarski to attend the SkillsUSA Leadership Conference for one night, November 13, 2025, 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 \$500.

The total cost for the conference to EASTERN (General Fund) is \$8,000. The total cost to SkillsUSA (Student Activity Fund) will be approximately \$6,000 after student fees are deducted. Motion carried unanimously.

Donations

Mr. Grant Rounds moved approval of the following donations in support of the instructional programs: Joni Seth donated 1 case of cat food and a printer for our Veterinary Science program and Cosmo Prof donated Moroccan Oil, Color Rhapsody (32), Aqua Lashes, Bond FX Conditioner, Gem Lites Conditioner, OPI Polishes, Schwarkopf Vibrancy Boaters. Igora Vibrance (14), Lumishine Starter Kits, and Lumishine Permanent Color for our Cosmetology program.

Motion carried unanimously.

POLICY

Informational:

Director Procedure

Director Procedure B102 Nondiscrimination in School and Classroom Practices, in the Programs Section

Director Procedure B111 Special Education, in the Programs Section

Director Procedure C105 Student Search, in the Students Section

Suspension of Director Procedure C106 Controlled Substances, in the Students Section

Director Procedure C112 Admission of Students, in the Students Section

Director Procedure J112 Visitors to School Building and Classrooms, in the Operations Section

Director Procedure J125 School Volunteers, in the Operations Section

Director Procedure J126 Contracted Services, in the Operations Section

Director Procedure P100 Nondiscrimination in Employment, in the Personnel-All Employees General Section

Board Policy Revision – First Reading

First reading of Policy C105 Student Search, in the Student Section.

Action:

Mr. Grant Rounds moved approval of the second reading and approval of:

Policy B102, Nondiscrimination in School and Classroom Practices, in the Programs Section.

Policy B111, Special Education, in the Programs Section.

Policy C106, Controlled Substances, in the Students Section.

Policy C112, Admission of Students, in the Students Section.

Policy P100, Nondiscrimination in Employment, in the Personnel-All Employees General Section.

Motion carried unanimously.

Mr. Grant Rounds moved approval of second reading and repeal of Policy G106, Tuition, in the Finances Section.

Motion carried unanimously.

PERSONNEL AFFAIRS

Informational:

Marta Mecray returned from FMLA leave on September 26, 2025.

Action:

Professional

Substitute Instructors

Mr. Grant Rounds moved approval of the following substitute instructor for the remainder of 2025-2026 school year at a rate of \$135 per day for certified assignments and \$120 per day for general assignments.

CERTIFIED ASSIGNMENT	TEACHER
Protective Services	Richard Worthington

Motion carried unanimously.

Classified

Automotive Collision Occupational Aide – Appointment *

Mr. Grant Rounds moved ratification and approval of William Morales as Automotive Collision Occupational Aide at Grade III - Base at the rate of \$29.16 per hour on the Classified Salary Schedule, effective October 20, 2025 for the 2025-2026 school year.

Motion carried unanimously.

Automotive Collision Occupational Aide – Mentor

Mr. Grant Rounds moved the appointment of Doug Wilson as the mentor for Automotive Collision Occupational Aide, William Morales.

Motion carried unanimously.

Facilities Maintenance Technician – Coverage

Mr. Grant Rounds moved approval of Facilities Maintenance Technician, Kyle Maurer, to work up to 10 hours if needed at his overtime rate of \$44.55/hour to provide coverage while Facilities Manager Fred Fox is on vacation from October 3 – October 17, 2025.

Motion carried unanimously.

Continuing Education

Adjunct Instructor – Resignation

Mr. Grant Rounds moved acceptance of the resignation of Frank Britsch, Continuing Education Adjunct Instructor - Electrical, effective December 11, 2025.

Motion carried unanimously.

Extra Work/Extra Hours

Mr. Grant Rounds moved approval of the below list of paid extra hours to be completed during 2025-2026 school year by our staff:

Activity	Rate	Hours	Employee
JOC Dinner	\$42/hr	5.5	Culinary Arts I Instructor
JOC Dinner	\$42/hr	5.5	Culinary Arts II Instructor
JOC Dinner	\$42/hr	5.5	Culinary Arts Aide
Kiwanis Breakfast	\$42/hr	8	Culinary Arts I Instructor
Kiwanis Breakfast	\$42/hr	8	Culinary Arts II Instructor
Kiwanis Breakfast	\$42/hr	8	Culinary Arts Aide
JOC Photos	\$42/hr	2	Design, Photography and Illustration Aide
Craft Show Set Up	\$44.55/hr*	8	Facilities Maintenance Technician
Snow Removal	\$44.55/hr*	30	Facilities Maintenance Technician
Open House Set Up	\$44.55/hr*	4	Facilities Maintenance Technician
Open House Set Up	\$42/hr	4	Culinary Arts I Instructor
Open House Set Up	\$42/hr	4	Culinary Arts II Instructor
Open House Set Up	\$42/hr	4	Culinary Arts Aide
Taste of Willow Grove	\$42/hr	7	Culinary Arts II Instructor

* overtime rate

Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

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

Action:

Change Order No: EC-02 to Install a Custom Panel Filler Plate *

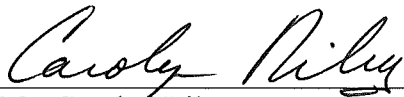
Mr. Grant Rounds moved approval of Change Order No: EC-02 from Albarell Electrical, our Electrical Contractor, to install a new custom panel filler plate as described in the attached document for a cost not to exceed \$4,244.74 for the Phase 4 HVAC Replacement Project. Motion carried unanimously.

NEXT MEETING

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

ADJOURNMENT

Ms. Carolyn Riley adjourned the October 8, 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, OCTOBER 8, 2025**

1. 2026-2027 EASTERN PROPOSED BUDGET

Dr. Plesnarski and Katie Braun reviewed the 2026-2027 Proposed Budget to be presented for approval at the November 2025 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 2025 Joint Operating Committee Meeting.

3. BOARD MEMBERS TERM EXPIRING

The following Joint Operating Committee Members' terms expire on November 30, 2025:

Hatboro-Horsham - Tara Conner-Hallston
Lower Moreland - Dr. James Lee
Upper Dublin - Jennifer Iannitti

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

4. 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.