EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, MARCH 11, 2026

Ms. Carolyn Riley, President, called the public meeting of the Joint Operating Committee to order at 8:02 p.m. with the following members in attendance:

Ms. Elizabeth Eisenhart	Abington
	Bryn Athyn
Mr. Charles Burdell-Williams	Cheltenham
Ms. Jennifer Wilson	Hatboro-Horsham
Ms. Carolyn Riley	Jenkintown
Mr. Erskine Payton	Lower Moreland
Mr. Jeffrey Bedard	Springfield
Dr. Joseph Burdo	Upper Dublin
Mr. Grant Rounds	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

Molly Smith 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

Mr. Jeffrey Bedard moved approval of the Joint Operating Committee minutes of the regular and agenda session meeting of February 11, 2026.
Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos, Solicitor, announced that an Executive Session was not held before the public meeting

PRESIDENT'S REPORT

Informational:

Heart of Learning Award – Meghan Cicchino

Meghan Cicchino was awarded the Heart of Learning award from the Citadel Bank today. This is a huge honor. Thank you to all the staff and students who nominated her and wrote letters of support. Some of the comments made by supporters include, "best teacher ever," creates a safe and welcoming environment" and "cutting edge leader in non-traditional student enrollment and support." We are so proud to have Meghan here making great things happen for kids.

WHYY-FM Public Radio Station

Kenny Cooper from WHYY is doing a Schooled Podcast on how a Career and Technical School such as EASTERN is adapting to the constantly changing job market that has become increasingly difficult for high school graduates to enter. Executive Director Dr. Cathleen Plesnarski, Electrical Technology Instructor Gary Felmey, and Electrical Technology Students Molly Smith and Jack Bender will participate.

School-to-Career Grant

PA Department of Labor Schools to Career Grant (Schools to Work) will award EASTERN $216,090.12; $144,072 of this grant will assist students from our eight participating districts in developing a continuous path to family sustaining employment and growth for Heating and Cooling (HVAC), Carpentry, Electrical Technology, and Welding Technology careers by placing student during their high school career in related places of employment through Co-Op educational opportunities to gain employability and technical skills that can lead to lifelong employment.

Open House – Sunday, March 1, 2026

EASTERN's Open House was held on Sunday, March 1, 2026, from 1:00 p.m. to 3:00 p.m. There were approximately 750 visitors throughout the day, as well as Advisory Committee members, Joint Operating Committee members, EASTERN staff and administration. 10 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.

FINANCIAL REPORT – For the Period Ending February 28, 2026 *

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, 2026, showing cash and investment balances of $1,968,870.15 as presented

Action:

Treasurer's Report

Mr. Grant Rounds moved acceptance of the Treasurer's Report for the period ended February 28, 2026, showing General Fund cash and investment balances of $6,944,268.90 and total assets of $8,613,975.46 and the status of the Student Activity account.
Motion carried unanimously.

Disbursements

Mr. Grant Rounds moved approval of accounts payable checks #38577 through #38816 disbursed during the period of 2/01/2026 through 2/28/2026 in the amount of $450,310.55.
Motion carried unanimously.

Mr. Grant Rounds moved approval of expense disbursement wire/ACH transfers #WT260147 through #WT260166 disbursed during the period of 2/01/2026 through 2/28/2026 in the amount of $425,765.29.
Motion carried unanimously.

Mr. Grant Rounds moved approval of ACH transfer for procurement card (P-card) expenses disbursed for the month of January in the amount of $3,022.38.
Motion carried unanimously.

Mr. Grant Rounds moved approval of payroll vouchers #012306 through #012476 disbursed on 2/6/2026 and 2/20/2026 in the amount of $282,644.39.
Motion carried unanimously.

Mr. Grant Rounds moved approval of capital reserve disbursement checks #11256 through #11258 disbursed during the period of 2/01/2026 through 2/28/2026 in the amount of $114,022.62.
Motion carried unanimously.

Mr. Grant Rounds moved approval of student activity disbursement checks #82184 through #82187 disbursed during the period of 2/01/2026 through 2/28/2026 in the amount of $4,193.80.
Motion carried unanimously.

Mr. Grant Rounds moved approval of the budget transfers for the period ended February 28, 2026.
Motion carried unanimously.

STUDENT RECOGNITION

Action:

Dr. Joseph Burdo moved approval of a resolution recognizing Molly Smith, a senior at Upper Dublin High School and in the Electrical Technology program, as *Outstanding Student of the Month* for March. Ms. Carolyn Riley presented Molly Smith 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 minutes of March 3, 2026 were presented.

Executive Advisory Committee Meeting *

The Executive Advisory Committee meeting minutes of March 4, 2026 were presented.

Adult Education Enrollment *

The administration submitted the Spring Term 2026 Adult Education enrollment snapshot. As of March 3, 2026, there were 209 students enrolled in Adult Education courses, with 65 students in the Continuing Education Apprentice programs and 144 in the Practical Nursing program.

Activities Report *

The February 2026 Activities Report of the students and staff was presented.

Action:

Career and Technical Student Organization

Mr. Grant Rounds moved approval for 27 SkillsUSA members and 3 chaperones to attend the SkillsUSA State Competitions from April 8-10, 2026, in Hershey, PA. The cost to EASTERN (General Fund) for 19 district gold medal winners, 3 state recognized winners for Chapter of Excellence and 3 chaperones is approximately $14,500 including registration, housing, and meals. The cost for busing is approximately $3,500. The local SkillsUSA chapter (Student Activity Fund) will pay the cost of the State Office competitor and Campaign Manager at approximately $1,150 including registration, housing and meals..
Motion carried unanimously.

Program Reviews *

Mr. Grant Rounds moved approval of the Program Reviews for Networking and Cybersecurity and Veterinary Science programs.
Motion carried unanimously.

New Occupational Advisory Committee Members *

Mr. Grant Rounds moved approval of new members to the Occupational Advisory Committees as per the attached listing.
Motion carried unanimously.

Donations

Mr. Grant Rounds moved approval of the following donations in support of the instructional programs:

- Montgomery County SPCA donated a dental prophylaxis machine and pulse oximeter for the Veterinary Science program
- Upper Dublin Township donated firefighting gear for our Protective Services program
- Jason Tucker donated a bare low-fuming bronze brazing rod for the Welding Technology program
- The Educators Association donated money raised at the Craft Show totaling $3,072.62 to the EASTERN SkillsUSA program

Motion carried unanimously.

POLICY

Informational:

Action:

2025-2026 Revised School Calendar *

Mr. Grant Rounds moved approval of the revised calendar for students, teachers and staff for the 2025-2026 school year as presented
Motion carried unanimously.

2026-2027 School Calendar *

Mr. Grant Rounds moved approval of the calendar for students, teachers and staff for the 2026-2027 school year as presented. This has been reviewed by the Administrative Advisory Committee.
Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Summer Work

Curriculum

Mr. Grant Rounds moved approval of Construction Careers Management Instructor to work 35 hours during the summer at the current contracted rate for curricular and instructional preparation.
Motion carried unanimously.

Mr. Grant Rounds moved approval of Automotive Technology Instructor William Soleau to work 15 hours during the summer at the current contracted rate for curricular and instructional preparation.
Motion carried unanimously.

Dual Enrollment

Mr. Grant Rounds moved approval of Allison Latzo to work 7 hours during the summer at the current contracted rate for dual enrollment - MCCC.
Motion carried unanimously.

Mr. Grant Rounds moved approval of Michael Refsnider to work 7 hours during the summer at the current contracted rate for dual enrollment - MCCC.
Motion carried unanimously.

Mr. Grant Rounds moved approval of Erin Derby to work 7 hours during the summer at the current contracted rate for dual enrollment - MCCC.
Motion carried unanimously.

Mr. Grant Rounds 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.

Mr. Grant Rounds 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.

Mr. Grant Rounds 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.

Mr. Grant Rounds 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.

Mr. Grant Rounds 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

Mr. Grant Rounds 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.

Mr. Grant Rounds 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.

NATEF Instructor Training

Mr. Grant Rounds 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.

Mr. Grant Rounds moved approval of Automotive Instructor William Soleau to work 25 hours during the summer at the current contracted rate to attend the NATEF Instructor Training Conference.
Motion carried unanimously.

IEP/Paperwork

Mr. Grant Rounds 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.

Mr. Grant Rounds 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.

Mr. Grant Rounds 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

Mr. Grant Rounds 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

Mr. Grant Rounds 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

Mr. Grant Rounds 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

Mr. Grant Rounds moved approval to allow all 12-month, full-time staff the option of a 4-day work week in the summer.
Motion carried unanimously.

Practical Nursing

Mr. Grant Rounds moved approval of Rachel Walbert, BSN, RN and Sheri Johnson, MSN, RN, CPN, CCM as Practical Nursing Adjunct instructors at the rate of $45.16 per hour for the remainder of the 2025-2026 school year.
Motion carried unanimously.

JOC Portraits

Mr. Grant Rounds moved approval of Nico Clinefelter to work up to 2 hours to take photos of the Joint Operating Committee for our website.
Motion carried unanimously.

Volunteer

Training Supervisor

Mr. Grant Rounds moved approval of Damian Potocki of Timberlane Inc. as Training Supervisor for EASTERN's Construction Technology student Aiden Fisher / Abington.
Motion carried unanimously.

Mr. Grant Rounds moved approval of Jeff Orkin of Orkin Electric Systems, Inc. as Training Supervisor for EASTERN's Electrical Technology / Abington.
Motion carried unanimously.

Mr. Grant Rounds moved approval of Patrick Leister of Huntingdon Mechanical Contractors, Inc. as Training Supervisor for EASTERN's HVAC Technology / 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.

Letter of Agency with Lancaster Lebanon IU (IU13) *

EASTERN was asked to sign a Letter of Agency from the Lancaster-Lebanon IU (IU13) to join their consortium, allowing them to provide us with e-rate funded services. It authorizes IU13 to list us as a member when filing a Form 471 on the transport circuit bid for 2026 – 2030.

Renewal of Better Unemployment Compensation System (BUCS) through PSBA Insurance

EASTERN renewed its agreement with the Better Unemployment Compensation System (BUCS) through PSBA Insurance for the 2026-2027 school year, which manages our unemployment claims and policies.

Action:

PA Department of Labor Schools to Career Grant

Mr. Grant Rounds moved acceptance of the PA Department of Labor Schools to Career Grant (Schools to Work) in the amount of $216,090.12. This grant will assist students from EASTERN's eight participating districts in developing a continuous path to family sustaining employment and growth for Heating and Cooling (HVAC), Carpentry, Electrical Technology, and Welding Technology careers by placing student during their high school career in related places of employment through Co-Op educational opportunities to gain employability and technical skills that can lead to lifelong employment.
Motion carried unanimously.

Change Order No. HC-05 for Credit in Unused Allowances *

Mr. Grant Rounds moved approval of Change Order No. HC-05 from Trefz Mechanical, our Mechanical Contractor, for a credit of ($3,692) in unused allowances for Phase 5 – Culinary Renovations.
Motion carried unanimously.

Multi-Year Contract with Interstate *

Mr. Grant Rounds moved approval of a five (5) year renewal contract with Interstate for custodial services beginning July 1, 2026 through June 30, 2030.
Motion carried unanimously.

Intent to Award Building Trades Program Relocation Project

Mr. Grant Rounds moved approval of the attached bid tabulation to accept the Building Trades Program Relocation project base bid with recommended alternate bids for an amount not to exceed $1,029,374.
Motion carried unanimously.

Submission of Public School Facility Improvement Grant – Round 2

Mr. Grant Rounds moved approval of the submission of the Public School Facility Improvement Grant – Round 2 along with the resolution agreeing to the terms and conditions of the grant, a 25% matching funds letter, and a $100 non-refundable application fee.
Motion carried unanimously.

NEXT MEETING

The next meeting of the Joint Operating Committee is Wednesday, April 8, 2026.

ADJOURNMENT

Ms. Carolyn Riley adjourned the March 11, 2026 meeting of the Joint Operating Committee at 8:35 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 11, 2026

1. 2026-2027 SCHOOL CALENDAR

Dr. Plesnarski presented the calendar for students, teachers, and staff for the 2026-2027 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 Networking and Cybersecurity and Veterinary Science. This has been reviewed by the Executive Advisory Committee.