

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, AUGUST 12, 2020**

Dr. Art Levinowitz, President, called the public meeting of the Joint Operating Committee to order at 8:00 p.m. via Zoom with the following members in attendance:

Mr. Brian Allen	Abington
	Bryn Athyn
Mr. Charles Burdell-Williams	Cheltenham
Ms. Tara Conner-Hallston	Hatboro-Horsham
Ms. Carolyn Riley	Jenkintown
Mr. Lance Wolbransky	Lower Moreland
Mr. Walter Lapidus	Springfield
Dr. Art Levinowitz	Upper Dublin
Mr. Paul Tkacs	Upper Moreland
Kenneth Roos, Esq.	Solicitor
Dr. Wagner Marseille	Superintendent of Record
Dr. Cathleen Plesnarski	Executive Director

A motion carried unanimously will necessarily, by reference, include each voting member in attendance.

SALUTE TO THE FLAG

Dr. Art Levinowitz led the Joint Operating Committee and audience in a salute to the flag.

MINUTES

Ms. Tara Conner-Hallston moved approval of the June 17, 2020 Joint Operating Committee minutes of the regular and agenda session minutes.
Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

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

PRESIDENT'S REPORT

Dr. Levinowitz shared that Commercial Art/Hatboro-Horsham High School junior, Emma Massinger, who created the winning design for an EASTERN Cares logo to be displayed as a sign of hope and compassion as we enter the 2020 – 2021 school year this fall. In June, EASTERN's Commercial Art students were invited by their instructor to submit their logo

sketches, and a school-wide staff and faculty poll was conducted. Her design will be displayed on all of EASTERN's back to school signage throughout the building.

POLICY

Dr. Plesnarski, Executive Director, and Mr. Greb, Assistant Director, presented the EASTERN Health and Safety Plan.

Mr. Walter Lapidus excused himself from the meeting at 8:43 p.m.

Action:

EASTERN's Health and Safety Plan *

Mr. Brian Allen moved acceptance of EASTERN's Health and Safety Plan, as attached, and authorizes the Executive Director or designee to submit such plan to the Pennsylvania Department of Education in the form and manner prescribed by the Pennsylvania Department of Education. To the extent that the procedures outlined in the Health and Safety Plan, in its current form or as amended in the future, conflict with any applicable Joint Operating Committee Policy or Director's Procedure, the approval by the Joint Operating Committee of the Health and Safety Plan and any amendment(s) thereto shall also be considered approval of an exception to the Policy or Director's Procedure in conflict for the limited purpose of carrying out the provisions of the Health and Safety Plan.

Motion carried 6 votes in favor and 1 against.

EASTERN's Emergency Instructional Time Affirmation *

Mr. Brian Allen moved acceptance of EASTERN's Emergency Instructional Time Plan Pursuant to Section 520.1 of the Public School Code, as attached, and authorizes the Executive Director or designee to submit such plan to the Pennsylvania Department of Education for approval in the form and manner prescribed by the Pennsylvania Department of Education. Upon approval of the Emergency Instructional Time Plan by the Pennsylvania Department of Education, such Emergency Instructional Time Plan shall become part of the EASTERN Health and Safety Plan. To the extent that the procedures outlined in the Emergency Instructional Time Plan, in its current form or as amended in the future, conflict with any applicable Joint Operating Committee Policy or Director's Procedure, the approval by the Joint Operating Committee of the Emergency Instructional Time Plan and any amendment(s) thereto shall also be considered approval of an exception to the Policy or Director's Procedure in conflict for the limited purpose of carrying out the provisions of the Emergency Instructional Time Plan. The Administration further recommends that beginning on September 9, 2020, and running through at least November 4, 2020, EASTERN operates in a fully virtual capacity in accordance with the provisions outlined in the Emergency Instructional Time Plan. This does not preempt the Joint Operating Committee's prior approval to operate the Summer Cosmetology program from August 24, 2020 running through September 4, 2020.

Motion carried 6 votes in favor and 1 against.

FINANCIAL REPORT – For the Period Ending June 30, 2020

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 June 30, 2020 showing cash and investment balances of \$2,536,654.23 as presented.

Action:

Treasurer's Report *

Mr. Lance Wolbransky moved acceptance of the Treasurer's Report for the period ended June 30, 2020 showing a General Fund cash and investment balances of \$5,356,823.99 and total assets of \$6,157,432.80 and the current status of the Student Activity account.

Motion carried unanimously.

Disbursements *

Mr. Lance Wolbransky moved approval of accounts payable checks #30502 through #30661 disbursed during the period of 6/1/2020 through 6/30/2020 in the amount of \$355,907.43.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of expense disbursement of wire/ACH transfers #WT200247 through #WT200273 disbursed during the period of 6/1/2020 through 6/30/2020 in the amount of \$674,076.85.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of payroll vouchers #00967 through #01097 disbursed June 5, 2020, June 16, 2020 and June 19, 2020 in the amount of \$362,860.77.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of Capital Reserve checks #11007 through #11011 disbursed during the period of 6/1/2020 through 6/30/2020 in the amount of \$785,993.80.

Motion carried unanimously.

There were no disbursements for the Student Activities funds in June.

FINANCIAL REPORT – For the Period Ending July 31, 2020

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 July 31, 2020 showing cash and investment balances of \$2,593,116.43 as presented.

Action:

Treasurer's Report *

Mr. Lance Wolbransky moved acceptance of the Treasurer's Report for the period ended July 31, 2020 showing a General Fund cash and investment balances of \$4,750,212.01 and total assets of \$5,360,633.47 and the current status of the Student Activity account.

Motion carried unanimously.

Disbursements *

Mr. Lance Wolbransky moved approval of accounts payable checks #30662 through #30750 disbursed during the period of 7/1/2020 through 7/31/2020 in the amount of \$294,154.14.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of expense disbursement of wire/ACH transfers #WT210001 through #WT210031 disbursed during the period of 7/1/2020 through 7/31/2020 in the amount of \$238,052.80.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of payroll vouchers #01098 through #01239 disbursed July 2, 2020, July 17, 2020, and July 31, 2020 in the amount of \$189,225.43.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of Capital Reserve check #11012 through #11015 disbursed during the period of 7/1/2020 through 7/31/2020 in the amount of \$193,537.80.

Motion carried unanimously.

There were no disbursements for the Student Activities funds in July.

ACADEMIC AFFAIRS

Informational:

The Joint Operating Committee acknowledged receipt of the following:

- Annual Live Work Report *
- The June and July 2020 Activities Report of the students and staff *
- Adult/Continuing Education offerings

Action:

MOU Technical Assistant Program *

Ms. Carolyn Riley moved approval of the 2020-2021 MOU for participation in the BCTE Technical Assistance Program.

Motion carried unanimously.

Perkins Grant

Ms. Carolyn Riley moved authorization to implement a grant from the Pennsylvania Department of Education of the Perkins federal project commencing July 1, 2020 and ending June 30, 2021, in the amount of \$275,508.00.

Motion carried unanimously.

Executive Advisory Committee *

Ms. Carolyn Riley moved approval of the appointment of the Executive Advisory Committee membership for 2020-2021 as per the attached listing.

Motion carried unanimously.

Occupational Advisory Committees *

Ms. Carolyn Riley moved approval of the appointment of the Occupational Advisory Committee membership for 2020-2021 as per the attached listing.

Motion carried unanimously.

Adult/Continuing Education

Ms. Carolyn Riley moved approval of the attached offering and tuition for the Adult/Continuing Education courses during the 2020-2021 school year.

Motion carried unanimously.

Career and Technical Student Organization

Ms. Carolyn Riley moved approval of the SkillsUSA fundraising activities for the 2020-2021 school year.

Motion carried unanimously.

Program Reviews *

Ms. Carolyn Riley moved approval of the Program Reviews for Networking and Cybersecurity and Veterinary Science.

Motion carried unanimously.

Practical Nursing Program-Affiliation Agreement

Ms. Carolyn Riley moved acceptance of the attached agreement with Holy Redeemer Child Care Center for the 2020-2021 school year; the attached addendum with Jefferson Health for the 2020-2021 school year; the attached addendum with St. Joe's and Holy Redeemer Child Care Center for the 2020-2021 school year; and the attached agreement with Tower Health for the 2020-2021 school year.

Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Administration

Safety and Security Coordinator

Ms. Carolyn Riley moved the appointment of Allison Larson as Safety and Security Coordinator as a part of her normal duties for the 2020-2021 school year.

Motion carried unanimously.

Continuing Education Coordinator

Ms. Carolyn Riley moved the appointment and ratification of Leon Thurlow as Continuing Education Coordinator for the 2020-2021 school year at the rate of \$50 per hour – not to exceed 600 hours/year.

Motion carried unanimously.

Professional

Memorandum of Understanding

Ms. Carolyn Riley moved the approval of the attached Memorandum of Understanding between Eastern Center for Arts and Technology Educators' Association and the Joint Operating Committee to provide one day of professional development to teachers in preparation for the 2020-2021 school year in lieu of the in-service day planned November 3, 2020.

Motion carried unanimously.

Cosmetology Supervisor

Ms. Carolyn Riley moved the appointment of Wendy Leyden as Supervisor of Cosmetology for up to 120 hours at the current craft rate of \$39 per hour for the 2020-2021 school year.

Motion carried unanimously.

Substitute Instructors *

Ms. Carolyn Riley moved the appointment of Jared Stevenson as a Substitute Instructor for the 2020-2021 school year at the rate of \$105 per day in the Protective Services program and \$95 per day for general assignment.

Motion carried unanimously.

Ms. Carolyn Riley moved the appointment of Nicole Wisneski as a Substitute Instructor for the 2020-2021 school year at a rate of \$105 per day in the Veterinary Science program and \$95 per day for general assignment.

Motion carried unanimously.

Ms. Carolyn Riley moved the appointment of the attached substitute instructors for the 2020-2021 school year at the rate of \$105 per day in areas qualified in Career and Technical subjects, \$95 per day for general assignments and \$115 per day after the 10th continuous day in the same assignment for those qualified in a Career and Technical subject.

Motion carried unanimously.

Summer Electrical Work

Ms. Carolyn Riley moved the approval for Electrical Technology Instructor Gary Felmey to work an additional 20 hours on COVID related electrical projects at the contracted rate of \$39 per hour.

Motion carried unanimously.

Student Information Management System Transition

Ms. Carolyn Riley moved the approval and ratification of 12 hours each for instructors Meghan Cicchino, Wendy Leyden, and Michael Refsnider to attend workshops for the transition to the new student information management system at the contracted rate of \$39 per hour.

Motion carried unanimously.

Classified

Live Work

Ms. Carolyn Riley moved the approval and ratification of Elena Hays for 5 hours at the rate of \$29.47/hour to process ID badges for new Facilities and Custodial Team.

Motion carried unanimously.

Practical Nursing

Adjunct Faculty

Ms. Carolyn Riley moved the approval and ratification of Nahdirah Barber, BSN, RN and Barbara Lefkoe as adjunct faculty members in the Practical Nursing program for the 2020-2021 school year.

Motion carried unanimously.

Adult/Continuing Education

Adjunct Faculty

Ms. Carolyn Riley moved the approval of the following individuals as adjunct faculty members in the Continuing Education Programs for the 2020-2021 school year:

Meghan Cicchino, Andrew Lehneis III, Michael DeLaurentis, Victoria Penecale, Ronald DeMarco, Robert Quinn, Arthur Felton, Robert Raggi, Gary Felmey, George Stahl, and John Greenwood.

Motion carried unanimously.

Adjunct Compensation

Ms. Carolyn Riley moved the approval of the following compensations for the Continuing Education Programs for the 2020-2021 school year:

<u>APPRENTICE PROGRAM</u>	<u>HOURS</u>	<u>SALARY</u>
*Electrical I	168	\$5,040
*Electrical II	168	\$5,040
*Electrical III	168	\$5,040
*Electrical IV	168	\$5,040
One Apprenticeship Class	42	\$1,260
<u>CERTIFICATION & LICENSES</u>		
CPR for Healthcare Providers	4	\$130
CPR & First Aid	8	\$260
EPA Technician Certification	5	\$200
*OSHA 10	10	\$310
PA Enhanced Emissions Certification (EEIC)	16	\$800
Culinary Arts ServSafe® Certification	16	\$512
Culinary Arts ServSafe Certification 8+8	8	\$256
<u>JOB SKILL TRAINING</u>		
Automotive Collision Repair 1,2,3,4	36	\$1,080
Automotive Technology 1,2,3,4	36	\$900
Basic Math Refresher	16	\$400
Social Networking for Business	3	\$75
iPad Fundamentals	3	\$75
iPad Applications	3	\$75
WordPress & Blogging	9	\$225
Cloud Computing	3	\$75
Culinary Art Fundamentals	3	\$75
Digital Photography & Picassa Photo Editing	12	\$300
Photoshop	24	\$600
Other job skill based on need	30	\$750
Welding Technology	42	\$1,260
Job Skills Miscellaneous (per hour)	1	\$25
Program Development		\$30/hour

* Only courses marked with the asterisk will be offered in the fall and will be provided online.
Motion carried unanimously.

Continuing Education Substitutes

Ms. Carolyn Riley moved approval of the following to substitute for the Continuing Education Coordinator at the rate of \$39 per hour. In the event a substitute is simultaneously serving as an evening schoolteacher, they will be paid the higher of the two rates but not both.

Gary Felmey Hayley Granacher Steven Parke Victoria Penecale

Motion carried unanimously.

Other

2020-2021 School Calendar

Ms. Carolyn Riley moved acknowledgement of the correction to the 2020-2021 School Calendar from 260 staff days to 261. The calendar was approved in December 2019.

Motion carried unanimously.

Long-Term Substitute

Ms. Carolyn Riley moved acknowledgement of the correction to Long Term Substitute Marketa Crane daily rate be changed from \$279.85 to \$382.95 per Step 4-G of the Professional Salary Schedule for the 2020-2021 school year. This motion was approved in June 2020.

Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

The attached building report for June and July activities regarding the school plant and property were presented.

COVID Projected Expenses and Funding *

The attached COVID Projected Expenses and Funding report was presented.

Action:

Norstar Networks Contract *

Ms. Tara Conner-Hallston moved the approval of the agreement between EASTERN and NORSTAR NETWORKS for a three-year term at the annual cost of \$6,158 for the repair, maintenance, and service of technology equipment per the attached contract

Motion carried unanimously.

SOLICITOR REPORT

Mr. Kenneth Roos, Esquire gave an update on how he has been working with EASTERN to be in compliance with the new Federal Title IX for the August 14, 2020 deadline. There will be some clean-up policy work that needs to be complete.

OTHER BUSINESS

Action:

Mr. Charles Burdell-Williams moved the acceptance of the attached Resolution - Supporting the Development of an Anti-Racist School Climate.
Motion carried unanimously.

COMMUNITY PARTICIPATION

Mr. Kevin Tracy, Abington School District comments were:

North Montco Technical Career Center website says “they cannot offer 100% virtual options to students because of the hands-on nature of career and technical education and the need for practice and skill development - Why the discrepancy there?”

The schools that are going hybrid - there will be no in-person instruction at EASTERN at all for the schools that are hybrid?

When is the end of the second marking period?

Dr. Plesnarski response was:

November 4, 2020 is the end of our first marking period. The Joint Operating Committee just approved for us to go online until that point in time.

In terms of the schools that are hybrid, the only two districts that could potentially be hybrid are Lower Moreland and Jenkintown, they will also be engaged in full virtual education at EASTERN through the end of the first marking period which is November 4, 2020.

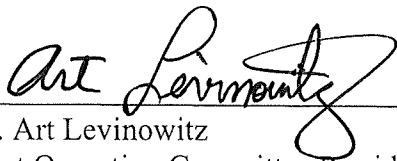
I am aware of what North Montco placed on their website. In discussions with our Superintendents, our group was unanimous in our belief that a virtual model is not ideal for career and technical education but in this case, we have to weigh community, student, and staff safety against what is optimal for education. Our team approach has also been not to ever say we “can’t” do something, but to focus on what we can do. North Montco posted that statement on their website, but we are not the only technical school selecting a virtual model to start the school year. Middle Bucks and Bucks Technical High School (two of our neighbors) have also announced that they will start the school year in a virtual model. We are not alone in making this decision with our districts. We are not the only CTC doing this. We have a really dedicated staff who will come together to make this a meaningful experience for kids. It doesn’t feel like anyone is a real winner during this pandemic since there is no good solution for how to safely and effectively educate kids right now. These are tough decisions and I know I can speak for my superintendents and peers when I say we have lost sleep over this. It’s not an easy decision and the decision on we make could mean life or death for some people. On behalf of our staff were committed to make it the best opportunity we can for kids. Looking forward to having students back in our building. I always say the best time to take a tour is when kids are actively learning in it. It’s a fun place to be.

NEXT MEETING

The next meeting of the Joint Operating Committee is on September 9, 2020.

ADJOURNMENT

Mr. Charles Burdell-Williams moved to adjourn the August 12, 2020 meeting at 9:15 p.m.
Motion carried unanimously.



Dr. Art Levinowitz
Joint Operating Committee President



Ms. Mary Martin
Joint Operating Committee Secretary

Recording Secretary: Linda McAlpine

EASTERN CENTER FOR ARTS AND TECHNOLOGY

**AGENDA SESSION MINUTES
WEDNESDAY, AUGUST 12, 2020
7:30 PM**

1. STUDENT ENROLLMENT UPDATE *

Dr. Plesnarski presented the current student enrollment report for the upcoming school year.

2. RECOMMENDATION FOR EASTERN REOPENING

Dr. Plesnarski discussed the recommendation for reopening EASTERN with a 100% virtual model to start the school year.

3. ANTI-RACISM RESOLUTION

Dr. Levinowitz discussed the recommendation for approving a resolution supporting the development of an Anti-Racist School Climate.

4. EXECUTIVE ADVISORY COMMITTEE (EAC) EQUIPMENT LIST RECOMMENDATIONS

Dr. Plesnarski reviewed the EAC Equipment list recommendations. With the concurrence of the Joint Operating Committee, these will be included in the 2021-2022 budget proposal.

5. REVIEW OF COVID-19 RELATED COST

Ms. Martin reviewed the building modifications, PPE purchases, and instructional purchases associated with COVID-19 and reopening EASTERN.

6. TITLE IX GRIEVANCE PROCESS

Dr. Plesnarski reviewed the Title IX Grievance Process.