

**EASTERN CENTER FOR ARTS AND TECHNOLOGY  
JOINT OPERATING COMMITTEE MINUTES  
WEDNESDAY, SEPTEMBER 9, 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:

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Ms. Jennifer O'Rourke	Abington
	Bryn Athyn
Mr. Charles Burdell-Williams	Cheltenham
Ms. Tara Conner-Hallston	Hatboro-Horsham
Ms. Carolyn Riley	Jenkintown
Mr. Lance Wolbransky	Lower Moreland
	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

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

**SALUTE TO THE FLAG**

Dr. Wagner Marseille led the Joint Operating Committee and audience in a salute to the flag.

**MINUTES**

Mr. Charles Burdell-Williams moved approval of the August 12, 2020 Joint Operating Committee minutes of the regular and agenda session minutes.

Motion carried unanimously.

**EXECUTIVE SESSION ANNOUNCEMENT**

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

**PRESIDENT'S REPORT**

**Informational:**

### **Practical Nursing Graduation**

Dr. Art Levinowitz reported the Practical Nursing Class 148 graduated on August 27, 2020 but no graduation ceremony was held.

### **FINANCIAL REPORT – For the Period Ending August 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 August 31, 2020 showing cash and investment balances of \$2,008,703.33 as presented.

#### **Action:**

#### **Treasurer's Report \***

Mr. Lance Wolbransky moved acceptance of the Treasurer's Report for the period ended August 31, 2020 showing a General Fund cash and investment balances of \$5,371,665.94 and total assets of \$5,996,053.05 and the current status of the Student Activity account.

Motion carried unanimously.

#### **Disbursements \***

Mr. Lance Wolbransky moved approval of accounts payable checks #30751 through #30834 disbursed during the period of 8/1/2020 through 08/31/2020 in the amount of \$186,869.26.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of general fund expense wire/ACH transfers #WT210032 through #WT210055 disbursed during the period of 8/1/2020 through 8/31/2020 in the amount of \$268,486.58.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of payroll vouchers #01240 through #01381 disbursed August 14, 2020 and August 28, 2020 in the amount of \$224,730.02.

Motion carried unanimously.

Mr. Lance Wolbransky moved approval of capital reserve disbursement checks #11016 through #11019 disbursed during the period of 8/1/2020 through 08/31/2020 in the amount of \$334,413.10.

Motion carried unanimously.

There were no disbursements for the Student Activities fund in August.

## **ACADEMIC AFFAIRS**

Dr. Plesnarski gave a presentation to highlight the work done at EASTERN over the summer.

### **Informational:**

The Joint Operating Committee acknowledged receipt of the following:

- Administrative Advisory Committee meeting minutes of September 8, 2020
- Summer Cosmetology Report
- August Activities Report

### **Action:**

#### **Program Equipment \***

Mr. Lance Wolbransky moved approval to include the attached program equipment recommendations in the budget proposal as recommended by the Executive Advisory Committees.

Motion carried unanimously.

#### **Cosmetology Curriculum Hours \***

Mr. Lance Wolbransky moved approval to offer Cosmetology instruction during the two in-service days on February 12, 2021 and May 18, 2021 if we have in-person instruction.

Motion carried unanimously.

#### **Practical Nursing – Affiliation Agreement \***

Mr. Lance Wolbransky moved approval for the clinical education affiliation agreement from Tower Health.

Motion carried unanimously.

## **POLICY**

### **Informational:**

#### **Policy and Director Procedure Revisions Summary \***

Dr. Plesnarski provided an overview of the Policy and Director Procedure revisions that are in the action items.

### **Action:**

### **Grants \***

Ms. Tara Conner-Hallston moved approval and implementation of the PCCD Health and Safety Grant for \$90,000 and the Continuity of Education for Career and Technical Centers Grant for \$97,201.

Motion carried unanimously.

### **Covid-19 Work-Based Education Plan**

Ms. Tara Conner-Hallston moved approval to offer cooperative education (work-based learning) to students and approval of the consent form and release.

Motion carried unanimously.

### **Policy Revisions – First Reading \***

Ms. Tara Conner-Hallston moved acceptance for the first reading of the following policies:

Policy A106, *Meetings*, Local Board Section

Policy and DP C111, *Attendance*, Student Section

Policy and DP C122, *Child Abuse Procedures*, Student Section

Policy and DP C130, *Bullying and Other Harassment*, Student Section

Policy and DP C137, *Anti-Hazing*, Student Section

Policy and DP G109, *Purchases Subject to Bid*, Finances Section

Policy and DPs G130, *Federal Fiscal Compliance*, Finances Section

Motion carried unanimously.

### **Policy Revisions – To Be Repealed**

Ms. Tara Conner-Hallston moved acceptance for the repeal of the following policies:

Policy and DP G110, *Purchases Budgeted*, Finances Section

Policy G111, *Cooperative Purchasing*, Finances Section

Motion carried unanimously.

## **PERSONNEL AFFAIRS**

### **Action:**

### **Professional**

**Memorandum of Understanding – Donation of Accrued Sick Leave \***

Ms. Carolyn Riley moved approval of the attached Memorandum of Understanding among Eastern Center for Arts and Technology Educators’ Association, Joint Operating Committee and Veronica Stanley regarding “donation” of accrued sick leave to Veronica Stanley.

Motion carried unanimously.

**Student Success Coordinator – Leave of Absence \***

Ms. Carolyn Riley moved approval of approval of Student Success Coordinator Veronica Stanley’s Leave of Absence request through January 4, 2021.

Motion carried unanimously.

**Substitute Instructor**

Ms. Carolyn Riley moved approval of David Parke 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 assignments

Motion carried unanimously.

**Classified**

**Video Services – Virtual Presentations**

Ms. Carolyn Riley moved approval of Greg Shields to work up to ten hours to edit the Virtual Tour and Zoom 10th grade Career Expo videos at the rate of \$25.27 per hour.

Motion carried unanimously.

**Summer Cosmetology**

**Summer Cosmetology Substitute**

Ms. Carolyn Riley moved approval and ratification of Florence Jackson-Farmer as Summer Cosmetology Substitute Instructor at the contracted rate of \$39 per hour.

Motion carried unanimously.

**Student Intern**

**Technology Service Intern**

Ms. Carolyn Riley moved approval of Connor Markegene as Technology Services Intern to work under the direction of Lou Geld at the rate of \$13.50 per hour for the 2020-2021 school year.

Motion carried unanimously.

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## FACILITIES AND FINANCIAL AFFAIRS

### Informational:

#### Building Report \*

The Joint Operating Committee acknowledged receipt of the building report for August activities regarding school plant and property.

#### Summer Electrical Work \*

The Joint Operating Committee acknowledged receipt of the summer electrical report.

### Action:

#### Roof Evaluation \*

Mr. Paul Tkacs moved approval of the attached proposal for roof evaluation services from Bluefin at a cost of \$3,815  
Motion carried unanimously.

#### Sale of Used Equipment

Mr. Paul Tkacs moved approval of the sale of the following used equipment to Abington School District for \$1,106.

Item	Qty
Dell Chromebook 7310 i3-5005U 2GHz/4GB/16GB SSD	28
Toshiba CB30-B3122 Intel Celeron N2840 2.16GHz/4GB/16GB	29

Motion carried unanimously.

### Other Business

### Action:

#### PSBA Voting

Mr. Lance Wolbransky moved approval of the following for election.

Candidate	Position	Yea	Nay
David Hein, Parkland SD	President Elect	7	0
Candidate	Position	Yea	Nay
Sabrina Backer, Franklin Area SD	Vice President	7	0
Candidate	Position	Yea	Nay
Michael Gossert, Cumberland Valley SD	Treasurer	7	0

Candidate	Position	Yea	Nay
Michael Faccineto, Bethlehem Area SD	Trustee	7	0
Marianne Neel, PSBA Past President	Trustee	7	0

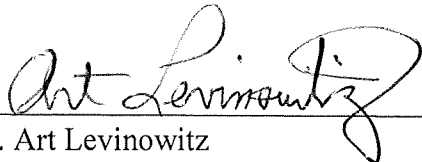
Motion carried unanimously.

### **NEXT MEETING**


The next meeting of the Joint Operating Committee is on October 14, 2020.

### **ADJOURNMENT**

Mr. Lance Wolbransky moved to adjourn the September 9, 2020 meeting at 8:26 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, SEPTEMBER 9, 2020**

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**1. EXECUTIVE DIRECTOR'S REPORT \***

Dr. Cathleen Plesnarski presented the Executive Director's update June to August Newsletter.

**2. ROOF EVALUTATION PROPOSAL \***

Dr. Cathleen Plesnarski presented a proposal to have the roof professionally evaluated.

**3. POLICY AND DIRECTOR PROCEDURES FIRST READING**

Dr. Cathleen Plesnarski reviewed the Policy and Director Procedure Revisions.

**4. STUDENT ENROLLMENT UPDATE \***

Dr. Cathleen Plesnarski reviewed the student enrollment for the 2020-2021 school year.

**5. 2021-2022 BUDGET \***

Ms. Martin presented the 2021-2022 Budget: Preliminary Overall Assessment and Detail by Sending School.

**6. COVID-19 WORK-BASED EDUCATION PLAN**

The administration requested the approval to offer cooperative education (work-based learning) to students and approval of the consent form and release.

**7. PSBA ELECTIONS \***

Dr. Levinowitz discussed the candidates for the PSBA officer elections and recommendations to take to the Board Meeting for approval.

**8. PLANNING FOR 2020-2021 SCHOOL YEAR**

Pre-planning for online instruction took place on August 18, August 25, and August 26, 2020. In-service took place on September 2, September 3, and September 8, 2020.



**9. COMPREHENSIVE PLAN \***

In the Fall of 2020, Eastern Center for Arts and Technology will formalize the upcoming Strategic Planning Process.

**10. JOINT OPERATING COMMITTEE ANNUAL DINNER**

Dr. Cathleen Plesnarski informed the Committee that the dinner will not take place this year.

**11. SALE OF USED EQUIPMENT**

Dr. Cathleen Plesnarski discussed the sale of 57 Chromebooks to Abington School District.