

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, DECEMBER 9, 2020**

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

Mr. Daniel Kaye	Abington
	Bryn Athyn
Mr. Charles Burdell-Williams	Cheltenham
Ms. Tara Conner-Hallston	Hatboro-Horsham
Ms. Carolyn Riley	Jenkintown
	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

Greg Destefano led the Joint Operating Committee and audience in a salute to the flag.

JOINT OPERATING COMMITTEE REORGANIZATION

Informational:

Recognition of Membership

Dr. Art Levinowitz acknowledged the terms and memberships for each of our participating school districts.

Term: December 2020 – November 2023

1. Abington – Mr. Daniel Kaye
2. Cheltenham – Mr. Charles Burdell-Williams
3. Jenkintown – Ms. Carolyn Riley

Term: December 2019 – November 2022

1. Hatboro-Horsham – Ms. Tara Conner-Hallston
2. Lower Moreland – Mr. Lance Wolbransky
3. Upper Dublin – Dr. Art Levinowitz

Term: December 2018 – November 2021

1. Bryn Athyn – Mr. Erik Odhner
2. Springfield – Mr. Walter Lapidus
3. Upper Moreland – Mr. Paul Tkacs

Dr. Art Levinowitz acknowledged the terms of Officers as follows:

1. Treasurer – Ms. Lieu Kim
One-Year Term: July 1, 2020 – June 30, 2021
2. Secretary – Ms. Mary Martin
Four-Year Term: July 1, 2018 – June 30, 2022
3. Superintendent of Record – Dr. Wagner Marseille
Two-Year Term: July 1, 2020 – June 30, 2022

Action:

Election of Officers - President and Vice President

The most senior board member, Dr. Art Levinowitz, assumed the Chair as Temporary President of the Joint Operating Committee for the purpose of election of officers.

On behalf of the Nominating Committee, Mr. Paul Tkacs reported that the Nominating Committee recommends and nominates the following slate of officers and terms:

- Dr. Art Levinowitz, President - Term: December 9, 2020 – December 8, 2021
- Ms. Carolyn Riley, Vice President - Term: December 9, 2020 – December 8, 2021

After no further nominations were presented, Mr. Paul Tkacs moved to close nominations. Motion carried unanimously.

Ms. Carolyn Riley moved to elect Dr. Art Levinowitz as President for a one-year term from December 9, 2020 – December 8, 2021. Motion carried unanimously.

Ms. Tara Conner-Hallston left the meeting.

Ms. Carolyn Riley moved to elect Ms. Carolyn Riley as Vice President for a one-year term from December 9, 2020 – December 8, 2021. Motion carried unanimously.

Dr. Art Levinowitz assumed the Chair.

Adoption of Policies

Mr. Charles Burdell-Williams moved to approve EASTERN's website (www.eastech.org) as the official repository of all operating policies for the Joint Operating Committee and AVTS Board of School Directors until changed by the Joint Operating Committee. Motion carried unanimously.

MINUTES

Mr. Charles Burdell-Williams moved approval of the Joint Operating Committee minutes of the regular session meeting November 11, 2020.

Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos, Solicitor, announced that no Executive Session was held before the public meeting.

PRESIDENT'S REPORT

Informational:

Career and Technical Education – Presidential Scholar

The Pennsylvania Department of Education has selected Greg Destefano, Abington Senior High School and Veterinary Science senior, as one of three Career and Technical Education Presidential Scholars moving forward nationally to represent Pennsylvania.

Leadership SkillsUSA Conference - Virtual *

On November 13, 2020, a delegation of 18 SkillsUSA students participated in the Annual District 2 Career and Technical Student Organization's Leadership Conference virtually. Students from seven different career and technical centers from Bucks, Delaware, and Montgomery Counties attended the virtual conference.

Pennsylvania Department of Education – Grants

On November 16, PDE announced the recipients of more than \$9 million in competitive 2020-2021 Safe Schools Targeted Grants. Grants are awarded to schools to purchase safety and security-related equipment. EASTERN has been selected to receive \$25,000.00, which will be used to purchase a new security camera system for the school.

On November 18, PDE announced that it is awarding competitive grants to 32 Career and Technical Centers (CTC) and Area Vocational Technical Education Schools and two school districts across the state for the purchase of new equipment aligned to training students in high-demand occupations. EASTERN has been selected to receive \$49,529.00.

EASTERN Foundation

On November 19, 2020, the EASTERN Foundation members sponsored a free lunch for all staff at EASTERN to show appreciation for all they are doing during these challenging times.

On December 11, 2020, the EASTERN Foundation will hold a fundraiser at Corner Bakery Café in Horsham from 7:30 am - 8:00 pm.

FINANCIAL REPORT – For the Period Ending November 30, 2020

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 November 30, 2020 showing investments of \$1,842,375.60 as presented

Action:

Treasurer's Report *

Mr. Paul Tkacs moved acceptance of the Treasurer's Report for the period ended November 30, 2020 showing a General Fund cash and investment balances of \$6,283,542.93 and total assets of \$6,828,538.78 and the current status of the Student Activity account.

Motion carried unanimously.

Disbursements *

Mr. Paul Tkacs moved approval of accounts payable checks #31078 through #31150 disbursed during the period of 10/31/2020 through 11/30/2020 in the amount of \$229,428.64.

Motion carried unanimously.

Mr. Paul Tkacs moved approval of expense disbursement wire/ACH transfers #WT210098 through #WT210120 disbursed during the period of 10/31/2020 through 11/30/2020 in the amount of \$243,372.04.

Motion carried unanimously.

Mr. Paul Tkacs moved approval of payroll vouchers #01678 through #01832 disbursed November 6, 2020, and November 20, 2020 in the amount of \$222,012.80.

Motion carried unanimously.

Mr. Paul Tkacs moved approval of capital disbursement check #11028 disbursed during the period of 11/1/2020 through 11/30/2020 in the amount of \$4,228.50.

Motion carried unanimously.

Mr. Paul Tkacs moved approval of student activities disbursement check #82007 disbursed during the period of 11/1/2020 through 11/30/2020 in the amount of \$342.00.

Motion carried unanimously.

STUDENT RECOGNITION

Action:

Mr. Daniel Kaye moved to approve a resolution recognizing Gregory Destefano, a senior at Abington Senior High School and in the Veterinary Science program, as *Outstanding Student of the Month* for December. Dr. Art Levinowitz presented Greg Destefano with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Mr. Gary Felmey, Educators' Association President. Motion carried unanimously.

ACADEMIC AFFAIRS

Informational:

Administrative Advisory Committee Meeting *

The Administrative Advisory Committee meeting minutes of December 1, 2020 were presented.

Partnership with Automotive Training Center

Eastern Center for Arts and Technology (EASTERN) Automotive Technology and Collision Repair Technology students can benefit from a partnership with Automotive Training Center. Automotive Training Center (ATC) will evaluate the student's records received from EASTERN and award advanced standing credit for up to three subject areas (not to exceed a maximum of 16 weeks of study).

Elementary and Middle School Tours Reimagined

EASTERN has recently finished a series of pre-recorded tours that were shared with our districts to replace live tours. All the videos can be found on our Counselor Support webpage - <https://www.eastech.org/counselors/>

Activities Report *

The November Activities Report of the students and staff were presented.

Action:

Program Expansion

Ms. Carolyn Riley moved approval to expand the Allied Health program to a two-teacher program and increase the capacity from 30 to 60 starting the 2021-2022 school year. Motion carried unanimously.

Donations

Ms. Carolyn Riley moved acceptance of the following donations in support of the instructional programs:

- A pair of safety toe sneakers were donated by Greg Shields for use by the Student Assistance Program.

Motion carried unanimously.

POLICY

Informational:

Attestation Forms

Dr. Levinowitz and Dr. Marseille signed two attestation forms, one to recognize EASTERN as operating virtually for the week of November 30th – December 4th and another to commit to following safety recommendations to operate in a hybrid model starting December 7th. Dr. Plesnarski submitted both forms to the Pennsylvania Department of Education, as required.

Action:

2021-2022 Preliminary School Calendar *

Mr. Daniel Kaye moved approval of the preliminary school calendar for students, teachers and staff for the 2021-2022 school year as presented, which was reviewed and recommended by the Administrative Advisory Committee and revisions will be made as districts develop their calendars to maximize alignment.

Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Professional

Student Success Coordinator – Leave of Absence *

Ms. Carolyn Riley moved approval of Student Success Coordinator Veronica Stanley's Leave of Absence extension through January 30, 2021.

Motion carried unanimously.

Student Success Coordinator – Long Term Substitute

Ms. Carolyn Riley moved approval to extend Tess Eichenberger as Student Success Coordinator Long Term Substitute (Part Time) through January 30, 2021.

Motion carried unanimously.

Classified

Video Services – Virtual Presentation

Ms. Carolyn Riley moved approval and ratification of Greg Shields to work three hours to edit the Student Orientation video and two hours to edit the Curriculum Night presentation at the craft rate of \$39.00 per hour.

Motion carried unanimously.

Intern

School-to-Career Coordinator Intern

Ms. Carolyn Riley moved approval of Hayley Granacher, School-to-Career Coordinator, to intern Greta Garecht for her field experience needed to gain her Cooperative Education certification.

Motion carried unanimously.

Volunteer

Training Supervisors

Ms. Carolyn Riley moved approval and ratification of Howard S. Gaul of Collision Concepts Inc. as Training Supervisor for EASTERN's Collision Repair student Danielle Doyle.

Motion carried unanimously.

Ms. Carolyn Riley moved approval and ratification of Derek Witman of Mercedes Benz of Fort Washington as Training Supervisor for EASTERN's Automotive Technology student Makiah Carpenter-Ryan.

Motion carried unanimously.

Ms. Carolyn Riley moved approval and ratification of Mike Asteris of WM Henderson Inc. Plumbing Heating Cooling Services as Training Supervisor for EASTERN's HVAC student Dan Fox.

Motion carried unanimously.

Ms. Carolyn Riley moved approval and ratification of Jamie Brett of O'Neil Collision Center as Training Supervisor for EASTERN's Collision Repair student Stephen Perez.

Motion carried unanimously.

Continuing Education

Adjunct Faculty – Appointment

Ms. Carolyn Riley moved approval of Continuing Education Electrical Instructor Michael Kephart for the 2020-2021 school year and up to four (4) hours of pre-service curriculum planning at the rate of \$30.00 per hour.

Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

The building report for November activities regarding the school plant and property was presented.

Action:

2021-2022 Budget

Mr. Daniel Kaye moved approval of an operating budget of \$10,811,300 for the 2021-2022 school year and a capital assessment of \$550,000, as recommended by the Administrative Advisory Committee, and authorization to transmit the budget to each of the participating Boards of School Directors for consideration.

Motion carried unanimously.

School Directory and Room Signs

Mr. Walter Lapidus moved approval of the attached quote from Fast Signs for \$13,650.92 for a school directory and room signs.

Motion carried unanimously.

Capital Plan Renovations

Dr. Plesnarski presented the proposed next phase of capital improvements and discussed the motion at the agenda session prior to the meeting.

Mr. Walter Lapidus moved approval of hiring Breslin Ridyard Fadero Architects to develop a preliminary design for the following work at a cost not to exceed \$10,000 without written authorization.

1. Main office renovations to include layout reconfiguration, interior upgrades, ADA accessibility, and secure entry improvements.
2. Replacement of exterior doors.

Motion carried unanimously.

SOLICITOR'S REPORT

Mr. Kenneth Roos discussed that on November 25, 2020, Governor Wolf signed into law PA Senate Bill 1216. This Bill amends the educator certification, graduation requirements, transportation, and special provisions applicable to the 2020-2021 school year in light of the COVID-19 pandemic.

SOLICITOR REPORT

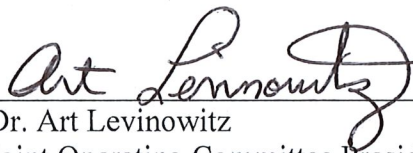
Mr. Kenneth Roos stated that on November 25, 2020, Governor Wolf signed into law PA Senate Bill 1216. This Bill amends the educator certification, graduation requirements, transportation, and special provisions applicable to the 2020-2021 school year in light of the COVID-19 pandemic.

NEXT MEETING

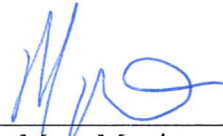
The next meeting of the Joint Operating Committee is Wednesday, January 13, 2021.

ADJOURNMENT

Mr. Walter Lapidus moved to adjourn the December 9, 2020 meeting of the Joint Operating Committee at 8:46 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, DECEMBER 9, 2020**

1. EXECUTIVE DIRECTOR'S UPDATE

Dr. Plesnarski shared the Executive Director's Update with the committee.

2. NEW JOC MEMBER

The committee welcomed the new Joint Operating Committee member Mr. Daniel Kaye from Abington School District. JOC Orientation will take place in January.

3. ELECTION OF OFFICERS

The Nomination Committee discussed the process and recommendations of the Nomination Committee.

4. NEXT PHASE OF CAPITAL IMPROVEMENTS

Dr. Plesnarski presented the proposed next phase of capital improvements and discussed the motion to be presented during the legislative session:

Capital Plan Renovations:

Dr. Plesnarski asked for a motion to approve hiring Breslin Ridyard Fadero Architects to develop a preliminary design for the following work at a cost not to exceed \$10,000 without written authorization.

1. Main office renovations to include layout reconfiguration, interior upgrades, ADA accessibility, and secure entry improvements.
2. Replacement of exterior doors.

5. 2021-2022 BUDGET ACTION CALENDAR

The committee reviewed the 2021-2022 Budget Executive Summary and Action Calendar.

6. 2021-2022 PRELIMINARY SCHOOL CALENDAR

Dr. Plesnarski discussed the 2021-2022 preliminary school calendar.