

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES
WEDNESDAY, APRIL 14, 2021**

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
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

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

SALUTE TO THE FLAG

Ms. Jessica Derricks led the Joint Operating Committee and audience in a salute to the flag.

MINUTES

Mr. Daniel Kaye moved approval of the Joint Operating Committee minutes of the regular and agenda session meeting of March 10, 2021.

Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos, Esquire announced that the Executive Session was not held prior to the meeting.

PRESIDENT'S REPORT

Informational:

SkillsUSA District Winners

Dr. Art Levinowitz reported on the results of the SkillsUSA District Competitions held in February virtually. First Place winners will represent EASTERN at the state level competitions to be held April 2021 virtually.

Instruction at EASTERN

Dr. Art Levinowitz reported that EASTERN brought all students back 4 days per week, giving students an option of in-person or 100% virtual. Wednesdays are virtual to allow teachers to meet with in-person and virtual students.

EASTERN Foundation

The minutes of the March 15, 2021 Foundation meeting were presented for review.

On April 22, 2021, the EASTERN Foundation will hold a fundraiser at Anthony's Coal Fired Pizza in Horsham from 11:30 a.m. - 9:00 p.m.

FINANCIAL REPORT – For the Period Ending March 31, 2021

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 March 31, 2021 showing cash, investment, and receivable balances of \$1,813,470.58 as presented

Action:

Treasurer's Report

Ms. Carolyn Riley moved acceptance of the Treasurer's Report for the period ended March 31, 2021 showing a General Fund cash and investment balances of \$7,132,393.00 and total assets of \$7,351,650.17 and the current status of the Student Activity account.

Motion carried unanimously.

Disbursements

Ms. Carolyn Riley moved approval of accounts payable checks #31522 through #31727 disbursed during the period of 03/01/2021 through 03/31/2021 in the amount of \$371,683.17.

Motion carried unanimously.

Ms. Carolyn Riley moved approval of expense disbursement wire/ACH transfers #WT210199 through #WT210208 disbursed during the period of 03/01/2021 through 3/31/2021 in the amount of \$175,437.46.

Motion carried unanimously.

Ms. Carolyn Riley moved approval of payroll vouchers #02352 through #02508 disbursed March 12 and March 26 in the amount of \$218,608.13.
Motion carried unanimously.

Ms. Carolyn Riley moved approval of capital reserve disbursement checks #11039 through #11042 disbursed during the period of 03/01/2021 through 03/31/2021 in the amount of \$31,498.60.
Motion carried unanimously.

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

STUDENT RECOGNITION

Action *

Mr. Daniel Kaye moved approval of a resolution recognizing Ms. Jessica Derricks, a senior at Abington Senior High School and in the Cosmetology program, as *Outstanding Student of the Month* for April. Dr. Art Levinowitz presented Ms. Derricks with the Resolution, EASTERN shirt and the Rotary plaque; and the Association's gift card presented by Mr. Gary Felmey, Educators' Association representative.
Motion carried unanimously.

ACADEMIC AFFAIRS

Presentation – Social Emotional Wellness

Supervisor of CTE Allison Larson presented on Social Emotional Wellness during the Agenda Session.

Informational:

Administrative Advisory Committee Meeting *

The Administrative Advisory Committee meeting minutes of April 6, 2021 were presented.

Antigen Testing – Senior Cosmetology Students

EASTERN will be implementing the Project Act-IT (Assisting Childhood Education through Increased Testing) COVID-19 testing initiative through CHOP and Montgomery County Department of Health for seniors in the Cosmetology program so they can safely finish necessary skills to gain their state license.

Activities Report *

The March 2021 Activities Report of the students and staff was presented.

POLICY

Informational:

DP201 – FMLA AND MILITARY LEAVE

The administration requested to clear up the language of the Director's procedure for FMLA and Military Leave as follows: With the Executive Director's approval and at the Executive Director's sole discretion to the maximum extent permitted by law, the employee may elect to use up to 30 days of the employee's accrued paid medical/sick for FMLA-eligible leave for the serious health condition of a spouse, child or parent. The employee shall not be eligible to use sick bank leave for this purpose.

Action:

Adult Cosmetology Student Fee

Mr. Daniel Kaye moved approval to waive the \$10/hour Adult Continuing Education fee for cosmetology students graduating in Spring 2021 for up to 100 hours per student.
Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Classified

Leave of Absence Extension – IT Specialist

Mr. Charles Burdell-Williams moved approval and ratification of IT Specialist Joni Seth's Family and Medical Leave extension request for half days from April 6 through May 19, 2021.
Motion carried unanimously.

Leave of Absence – School Nurse

Mr. Charles Burdell-Williams moved approval of School Nurse Christine Ledwith to take an unpaid leave of absence from May 7 to May 11, 2021 (3 days).
Motion carried unanimously.

Volunteer

Training Supervisor

Mr. Charles Burdell-Williams moved approval and ratification of Mark Lesser of Mark Lesser General Contractor LLC as Training Supervisor for EASTERN's Construction Technology Student Jack McCaffrey.
Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval and ratification of Alex Menkins of AWE Tuning as Training Supervisor for EASTERN's Welding Technology Student Jonah Oberman.
Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval and ratification of Ed Moskowicz of Timberlane Inc. as Training Supervisor for EASTERN's Collision Repair Technology Students Anthony Burman and Elvin Cruz.

Motion carried unanimously.

Mr. Charles Burdell-Williams moved approval and ratification of Edward Ford of HAVIS Inc. as Training Supervisor for EASTERN's Welding Technology Student Brian Brown.

Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Building Report *

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

Action:

Intent to Award Interior Renovations – Phase II

Mr. Paul Tkacs moved approval to enter into contracts, subject to the contractors complying with all post-award requirements and solicitor review, for the Interior Renovations Phase II as follows:

Contractor	Area of Work	Amount
Balton Construction	General	\$ 785,963
Tri-County Mechanical, Inc.	HVAC	\$ 375,000
S&S Electrical Services	Electrical	\$ 465,483

Motion carried unanimously.

Physician of Record - Revised *

Ms. Carolyn Riley moved approval of the revised agreement between Abington Memorial Hospital and EASTERN for services of a Physician of Record to be effective March 1, 2021.

Motion carried unanimously.

Montgomery County Board of Elections *

Ms. Carolyn Riley moved approval of the lease from the Montgomery County Board of Elections to hold elections on May 18, 2021 at EASTERN.

Motion carried unanimously.

SOLICITOR'S OFFICE UPDATE

Kenneth Roos, Esq. reported on District Initiated Assessment Appeals.

NEXT MEETING

The next meeting of the Joint Operating Committee is Wednesday, May 12, 2021.

ADJOURNMENT

Mr. Lance Wolbransky moved to adjourn the April 14, 2021 meeting of the Joint Operating Committee at 8:36 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, APRIL 14, 2021
7:00 PM VIA ZOOM**

1. 2021-2022 Preliminary Professional Salary Guide

The 2021-2022 Preliminary Professional Salary Guide was presented for review and approval in the May 2021 Joint Operating Committee agenda.

2. Memorandum of Understanding with Police Update

Dr. Plesnarski shared that she met with Dr. Marseille and Mr. Burdell-Williams to discuss the memorandum with police. The following four recommendations were included for further discussion:

1. Develop parameters on student information that is shared with police.
2. Revise language that discourages administrators from notifying parents about police involvement until they have gained permission from the police.
3. Review and revise Recommended Reporting list to ensure the infractions warrant police involvement and remove administrative discretion that may create inconsistencies.
4. Review and revise Discretionary Reporting list to ensure that the infractions warrant police involvement and remove administrative discretion that may create inconsistencies.

Dr. Plesnarski will review recommendations, make revisions, and share revised MOU with Superintendents and then the JOC for discussion in May and approval in June.

3. Cosmetology Program Completion Support

The administration has been examining ways to help Cosmetology seniors finish their required tasks and hours to earn their State Board of Cosmetology license. In the legislative meeting tonight, Dr. Plesnarski presented one informational item and one action item:

Antigen Testing (Informational): EASTERN will be implementing the Project Act-IT (Assisting Childhood Education through Increased Testing) COVID-19 testing initiative through CHOP and Montgomery County Department of Health for seniors in the Cosmetology program so they can safely finish necessary skills to gain their state license.

- Testing will start on April 19th and continue through the end of the school year.
- Testing will occur at the start of the session every Monday (or Tuesday if Monday is a holiday).
- This program is voluntary and requires parent permission. Students who do not opt to participate will continue practicing skills on manikins.
- A parent meeting was held on April 6th at 7:00 PM for parents to review the program and answer questions.
- We hope to be able to continue this practice for our Summer Cosmetology program.

Waiver of the hourly rate (action): The Administration recommends that it be authorized to waive the \$10/hour Adult and Continuing Education fee for Cosmetology students graduating in the Spring of 2021 for up to 100 hours per student.

- Availability of seats depends on the number of students enrolling in Cosmetology. We will offer enrollment to students in priority order of the number of hours needed to complete the 1250 hours. Priority will be given to students who need the least number of hours. We should have an idea of the number of open seats by June 1st.
- Students will be given schedules with specific dates for the Fall which includes one make-up day. This schedule will be communicated to students in August.
- Students must participate in the Summer Cosmetology Program and complete 75% of the 204 eligible hours and adhere to the summer attendance and behavior policy.
- Students will have already graduated and will be adult learners. As a result, they must obtain clearances- state police, child abuse, and FBI. This will cost each student approximately \$55.
- **There will be no charge for up to 100 hours.** Any hours needed beyond 100 will be charged at our usual rate of \$10/hour. Students will not be scheduled to earn these hours until all students who enroll in the program for the free hours have had a chance to earn them.
- Students who need more than 300 hours will be advised to enroll in a Cosmetology School.

4. Capital Project 2020-2021

Dr. Plesnarski shared the bids results for the Capital Project that includes expanding the Automotive program and renovating the main office.

5. 2021-2022 School Goals

Dr. Plesnarski noted that the goal process has been streamlined to increase focus on improving outcomes for EASTERN students. The goals were presented for review and approval in the June 2021 Joint Operating Committee agenda.

6. Joint Operating Committee – Treasurer

The Joint Operating Committee agreed to take action on the Treasurer in May.

7. 2021-2022 Non-Resident Tuition Rate

A non-resident tuition rate of \$17,076 was established for non-resident and charter (including cyber-charter) schools for the 2021-2022 school year. The rate will be presented for approval in the May 2021 Joint Operating Committee agenda.

The 2020-2021 rate was \$19,502.

8. Proposed 2021-2022 Meeting Dates

Dr. Plesnarski reviewed the proposed 2021-2022 meeting dates for Joint Operating Committee meetings, which are normally held the second Wednesday of the month. After discussion, the Joint Committee was asked to consider approving the proposed meeting dates at next month's public meeting.

9. 2022-2023 Budget Development Calendar

The 2022-2023 Budget Development Calendar has been finalized and was presented for review by the Joint Operating Committee.

10. Presentation – Supervisor of Career and Technical Education

Ms. Larson, Supervisor of Career and Technical Education, was the lead administrator in charge of meeting our goal of evaluating our ability to support social and emotional learning of students, especially in crisis situations. Her position's responsibilities include student management, special education, school safety, and enrollment. She presented her findings and shared EASTERN's process for implementing responsibility-based discipline.