

**EASTERN CENTER FOR ARTS AND TECHNOLOGY
JOINT OPERATING COMMITTEE MINUTES**

WEDNESDAY, MAY 12, 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. DJ Schultz	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

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

MINUTES

Mr. Lance Wolbransky moved approval of the April 14, 2021 Joint Operating Committee minutes of the regular and agenda session meetings.

Motion carried unanimously.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. Kenneth Roos announced that an Executive Session was held before the public meeting to discuss personnel issues.

PRESIDENT'S REPORT

Informational:

SkillsUSA State Competition Presentation

Dr. Levinowitz will congratulate the medal winners of the SkillsUSA State Competition in April virtually. Nicole Mohrey and SkillsUSA State Competitors who medaled will give a presentation on their experiences.

Congress Bundestag

Business and Technology Professional/Cheltenham High School, **Kayla Marshall** and Culinary Arts/Abington Senior High School, **Matthew Wiggins** were chosen from only 25 students selected throughout the nation to participate in the Congress Bundestag program. The Congress-Bundestag Vocational Scholarship provides an opportunity for U.S. high school graduates who have undertaken vocational training to spend their 13th year in Germany pursuing their vocational interests. This scholarship is provided through Nacel Open Door, Inc. Nacel Open Door, Inc. is a nonprofit organization dedicated to international understanding and language education.

EASTERN Foundation

The minutes of the April 19, 2021 Foundation meeting are presented for your review.

The EASTERN Foundation held a fundraiser at Anthony's Coal Fired Pizza in Horsham on April 22, 2021 and event raised \$153.80.

On May 27, 2021, the EASTERN Foundation will hold a fundraiser at MOD Pizza in Willow Grove from 10:30 a.m. - 9:00 p.m.

On June 7, 2021, the EASTERN Foundation will hold a fundraiser at Chipotle in Willow Grove from 4:00 p.m. - 8:00 p.m.

FINANCIAL REPORT – For the Period Ending April 30, 2021

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 April 30, 2021 showing cash, investment, and receivable balances of \$1,711,446.27 as presented

Action:

Treasurer's Report *

Mr. Paul Tkacs moved acceptance of the Treasurer's Report for the period ended April 30, 2021 showing a General Fund cash and investment balances of \$7,030,633.13 and total assets of \$7,254,087.62 and the current status of the Student Activity account.

Motion carried unanimously.

Disbursements *

Mr. Paul Tkacs moved approval of accounts payable checks #31728 through #31818 disbursed during the period of 04/01/2021 through 04/30/2021 in the amount of \$229,673.26.

Motion carried unanimously.

Mr. Paul Tkacs moved approval of expense disbursement wire/ACH transfers #WT210209 through #WT210228 disbursed during the period of 04/01/2021 through 4/30/2021 in the amount of \$715,755.65.

Motion carried unanimously.

Mr. Paul Tkacs moved approval of payroll vouchers #02509 through #02658 disbursed April 9 and April 23 in the amount of \$218,608.13.

Motion carried unanimously.

Mr. Paul Tkacs moved approval of capital reserve checks #11043 through #11049 disbursed during the period of 04/01/2021 through 04/30/2021 in the amount of \$102,174.60.

Motion carried unanimously.

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

STUDENT RECOGNITION

Action:

Ms. Denise Schultz moved to approve a resolution recognizing Brianna Rios, a senior at Hatboro-Horsham High School and in the Culinary Arts program, as Outstanding Student of the Month for April. Dr. Art Levinowitz presented Brianna Rios with the Resolution, EASTERN shirt, and the Rotary plaque; and the Association's gift card was presented by Mr. Gary Felme, Educators' Association representative.

Motion carried unanimously.

ACADEMIC AFFAIRS

Presentation:

Assistant Director, Joseph Greb, gave a presentation during the agenda session to the JOC proposing the opening of a new program, Exercise and Sports Science, for the 2022-2023 school year. The motion to open this program will be presented to the JOC in June for their consideration.

Informational:

The Joint Operating Committee acknowledged receipt of the following:

- Principals' Advisory Committee meeting minutes of April 29, 2021
- Administrative Advisory Committee meeting minutes of May 4, 2021
- The April 2021 Activities Report of the students and staff

Action:

Non-resident Tuition Rate for 2021-2022

Ms. Carolyn Riley moved approval of a non-resident tuition rate of \$17,076 established for non-resident and charter (including cyber-charter) schools for the 2021-2022 school year.
Motion carried unanimously.

Conferences for the 2021-2022 School Year *

Ms. Carolyn Riley moved approval of the attached list of conferences for the 2021-2022 school year for administrators, professional and classified staff.
Motion carried unanimously.

Practical Nursing Tuition 2021-2022

Ms. Carolyn Riley moved acceptance of a student tuition increase for the Practical Nursing program to increase from \$15,450 to \$15,850 for the 2021 – 2022 school year.
Motion carried unanimously.

Donations

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

- Complete Lutron Vive commercial lighting control was donated by Synergy Electrical Sales for use in the Electrical Technology program.
- Complete n Light commercial lighting control system was donated by Illuminations for use in the Electrical Technology program.
- Complete Hubbell NX commercial lighting control system was donated by Diversified Lighting Associates for use in the Electrical Technology program.

Motion carried unanimously.

POLICY

Informational:

Meetings and Activities – 2021-2022 school year

The Joint Operating Committee acknowledged receipt of the attached lists of meetings and activities for the 2021-2022 school year.

Action:

Joint Operating Committee Meeting Dates *

Ms. Carolyn Riley moved approval and authorization to advertise the schedule of meeting dates for the Joint Operating Committee during the 2021-2022 school year as presented.

Motion carried unanimously.

Signatures

Ms. Carolyn Riley moved approval of the recommendation that the following personnel be authorized as its official signatures during the 2021-2022 school year:

- use of a facsimile containing the signature of the Board President and Board Secretary for payroll, capital reserve and general fund checks
- Signature of Superintendent or Executive Director for purchase orders
- Signature of Executive Director, Assistant Director, Business Manager; two of three are required for any check from the student activity fund

Motion carried unanimously.

Depositories *

Ms. Carolyn Riley moved authorization to utilize the attached as depositories of school funds during the 2021-2022 fiscal year.

Motion carried unanimously.

PERSONNEL AFFAIRS

Action:

Administration

Act 93 Agreement – Supervisor of CTE

Mr. Daniel Kaye moved approval of the Pursuant to Section VI (Position Review Provision) of the Administrative Compensation Plan dated December 12, 2018, the Ratio for the position of Supervisor of CTE in Section IV(A) (Compensation) shall be reduced from .900 to .850.

Motion carried unanimously.

Supervisor of Career and Technical Education – Appointment *

Mr. Daniel Kaye moved approval of Gerry Rooney as Supervisor of Career and Technical Education, effective July 1, 2021, providing an annual salary of \$125,235, and up to 4 days of pre-service, in accordance with the terms and conditions of the attached agreement letter.

Gerry Rooney will replace Allison Larson.

Motion carried unanimously.

Acting Facilities Manager – Appointment*

Mr. Daniel Kaye moved approval of Fred Fox as Acting Facilities Manager, effective May 13, 2021, providing an annual salary of \$85,223; prorated at \$326.52 per day for the remainder of the 2020-2021 school year. Louis Geld will be his mentor.

Motion carried unanimously.

Professional

Business and Technology Professional Instructor – Additional Leave Request *

Mr. Daniel Kaye moved approval of up to an additional 5 days without pay for Erin Derby, if needed, for the remainder of the 2020-2021 school year.

Motion carried unanimously.

2021-2022 Preliminary Salary Guide *

Mr. Daniel Kaye moved approval of the preliminary 2021-2022 professional salary guide as attached and authorization to assign individual salaries based on this guide. This will be finalized when all districts adopt local guides for 2020-2021.

Motion carried unanimously.

Summer Electrical Work

Mr. Daniel Kaye moved approval for Electrical Technology Instructor Gary Felmey to work up to 450 hours on electrical projects at the contracted rate of \$39 per hour.

Motion carried unanimously.

Classified

Accountant – Appointment *

Mr. Daniel Kaye moved approval of Liam Gallagher as Accountant, effective May 13, 2021, at Grade I/Step 5 of the Classified Salary Schedule at the rate of \$30.86 per hour and in accordance with the terms and conditions of the attached agreement letter.

Liam Gallagher will replace Lieu Kim.

Motion carried unanimously.

Summer Program

Summer Cosmetology

Mr. Daniel Kaye moved approval of the following Summer Cosmetology instructors at the contracted rate of \$39 per hour: Wendy Leyden, Sandra Hummel, Leah Davis, and Nicole Parke.

Motion carried unanimously.

Student Interns

Salary Guide

Mr. Daniel Kaye moved approval of the following salary guide for Student Interns effective June 17, 2021:

- High School Student Intern \$12.00 per hour
- College Student Interns (1st year) \$13.00 per hour
- College Student Interns (2nd year) \$13.50 per hour
- College Student Interns (3rd year) \$14.00 per hour

Motion carried unanimously.

Summer Technology Interns

Mr. Daniel Kaye moved approval of the following students as Summer Technology Interns to work up to 840 hours combined as directed by Louis Geld on technology projects per the salary guide. Connor Markegene – College Student Intern (3rd year) and Noah Wise – Upper Moreland High School.

Motion carried unanimously.

Summer Electrical Interns

Mr. Daniel Kaye moved approval of the following Electrical Technology Interns to work up to 450 hours each as directed by Gary Felmey on electrical projects per the salary guide.

- Mario D'Alessio – Abington Senior High School
- Cole Tucker – Upper Moreland High School
- Joshua Schwartz – Hatboro-Horsham High School
- Brandon Rudalavage – Upper Dublin High School
- Evan Praeger – Abington Senior High School

Motion carried unanimously.

Practical Nursing

Summer Work – Practical Nursing Instructors

Mr. Daniel Kaye moved approval of Janine Lipinski to work up to 252 hours and Jon Esposito to work up to 120 hours during the summer at the contracted rate of \$39 per hour to teach in the Practical Nursing Program.

Motion carried unanimously.

Volunteer

Training Supervisor

Mr. Daniel Kaye moved approval and ratification of Tom Toth of O'Donnell Metal Fabricators, Inc. as Training Supervisor for EASTERN's Welding Technology student Liam Cannon.

Motion carried unanimously.

Mr. Daniel Kaye moved approval and ratification of Mike Jeffrey of Swagelok Penn – Penn Fluid System Technologies as Training Supervisor for EASTERN’s Welding Technology student Justin Long.

Motion carried unanimously.

Mr. Daniel Kaye moved approval of Mike Fanelli of Churchville Automotive as Training Supervisor for EASTERN’s Collision Repair Technology student Brendan Arthur.

Motion carried unanimously.

Mr. Daniel Kaye moved approval of Tim Merz of FKB as Training Supervisor for EASTERN’s Welding Technology student Rigel Strohm.

Motion carried unanimously.

Joint Operating Committee

Joint Operating Committee Treasurer - Resignation

Mr. Daniel Kaye moved acceptance of the resignation of Lieu Kim as Joint Operating Committee Treasurer effective May 12, 2021.

Motion carried unanimously.

Joint Operating Committee Treasurer - Election

Mr. Daniel Kaye moved the election of Liam Gallagher as Joint Operating Committee Treasurer effective May 13, 2021 through June 30, 2021 at the rate of \$100/month.

Liam Gallagher will replace Lieu Kim.

Motion carried unanimously.

Mr. Daniel Kaye moved the election of Liam Gallagher as Treasurer for a one-year term from July 1, 2021 through June 30, 2022 at the rate of \$100/month.

Motion carried unanimously.

Joint Operating Committee Secretary – Appointment

Mr. Daniel Kaye moved approval of Mary Martin as Joint Operating Committee Secretary for the term of July 1, 2021 – June 30, 2025 at the rate of \$100/month.

Motion carried unanimously.

Joint Operating Committee Superintendent of Record – Resignation

Mr. Daniel Kaye moved acceptance of the resignation of Dr. Wagner Marseille, Cheltenham School District Superintendent as Superintendent of Record effective June 30, 2021.

Motion carried unanimously.

Joint Operating Committee Superintendent of Record – Appointment

Mr. Daniel Kaye moved approval of Dr. Jill Takacs, Jenkintown School District Superintendent as Superintendent of Record for the term of July 1, 2021 – June 30, 2023. Compensation will be approved at the June meeting.

Dr. Jill Takacs will replace Dr. Wagner Marseille

Motion carried unanimously.

FACILITIES AND FINANCIAL AFFAIRS

Informational:

Bid Awards

EASTERN will not be participating in the 2021-2022 Bid Awards through Montgomery County Intermediate Unit Board of Directors.

Building Report *

The attached building and capital project reports for April activities regarding the school plant and property were presented.

Action:

Geer II Grant – Continuity of Education Grant

Mr. Charles Burdell-Williams moved approval to implement the Continuity of Education Grant for Career and Technical Centers Grant II with an allocation of \$132,577 and upon approval of the grant proposal by the Pennsylvania Department of Education. Monies from this grant will be spent on virtual learning platforms for programs, additional laptops for student use in program areas, audio-visual equipment for virtual conferencing, replacing industrial wall-mounted fans in all programs, and purchasing sanitation supplies.

Motion carried unanimously.

Web Site and Mass Notifications – Blackboard *

Mr. Charles Burdell-Williams moved approval for the attached quote from Blackboard Inc. for Web Site and Mass Notification Services for the period of June 1, 2021-May 31, 2022 in the amount of \$9,000 subject to final review by the Solicitor.

Motion carried unanimously.

Payments to Contractors

Mr. Charles Burdell-Williams moved approval to issue payments to contractors according to pay applications submitted and certified. Prior to each payment, applications shall be certified by

Breslin Ridyard Fadero Architects and reviewed by EASTERN's designated site project manager and Mary Martin, Business Manager. The Joint Operating Committee approves payments to be made in accordance with the verified progress proportionate to the official project Schedule of Values. Each payment shall be ratified by Joint Operating Committee at the meeting immediately following payment date.

Motion carried unanimously.

SOLICITOR'S REPORT

Mr. Kenneth Roos reported that today Senate passed Bill-664. This is the bill that establishes an extra year of eligibility for students with special needs due to the pandemic and also provides for an optional year for students 18 and older or parent/guardian who want to repeat a grade they feel they may have lost due to the pandemic.

OLD BUSINESS

NEW BUSINESS

NEXT MEETING

The next meeting of the Joint Operating Committee is Wednesday, June 16, 2021.

ADJOURNMENT

Ms. Carolyn Riley moved to adjourn the May 12, 2021 meeting of the Joint Operating Committee at 9:00 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, MAY 12, 2021 - 7:00 P.M.

1. Executive Director's Update

Preliminary Enrollment:

Dr. Plesnarski presented preliminary enrollment for the 2021-2022 school year.

Summer Cosmetology Program

Dr. Plesnarski provided the status of the Cosmetology summer program.

The total number of students registered by the due date is:

43 for Session 1 June to July-some have listed some vacation days in the session

20 for Session 2 August

We are recommending the approval of four instructors to schedule two instructors per day to support student learning.

We will use the two social-distanced labs and use one of the theory rooms to accommodate full attendance days.

Superintendent of Record and Principal Liaison

Dr. Plesnarski reviewed the process, terms, and responsibilities for the appointments of Superintendent of Record and Principal Liaison.

- Dr. Jill Takacs, Jenkintown School District Superintendent, has been recommended by the AAC to serve as Superintendent of Record for a two-year term, July 1, 2021 through June 30, 2023.
- Dr. Steven Yanni, Upper Dublin School District Superintendent, has been appointed Principal Liaison by the Administrative Advisory Committee for a two-year term July 1, 2021 through June 30, 2023.

Salary Guides

- Dr. Plesnarski reviewed the Preliminary Professional Salary Guide for the 2021-2022 school year to be approved in May.
- Dr. Plesnarski reviewed the Classified Salary Guide for the 2021-2022 school year to be approved in June.

2. Blackboard for Website and Mass Notification Services

Dr. Plesnarski provided information regarding the attached quote from Blackboard Inc. for Website and Mass Notification Services for the period of June 1, 2021-May 31, 2022 in the amount of \$9,000 subject to final review by the Solicitor.

3. Geer II Grant – Continuity of Education

EASTERN requested approval to implement the Continuity of Education Grant for Career and Technical Centers Grant II with an allocation of \$132,577 and upon approval of the grant proposal by the Pennsylvania Department of Education. Monies from this grant will be spent on virtual learning platforms for programs, additional laptops for student use in program areas, audio-visual equipment for virtual conferencing, replacing industrial wall-mounted fans in all programs, and purchasing sanitation supplies.

4. MOU Upper Moreland Police Department

Dr. Plesnarski discussed the proposed changes in the attached two-year Memorandum of Understanding between the Upper Moreland Police Department and Eastern Center for Arts and Technology to establish procedures to be followed when an incident involving an act of violence or possession of a weapon occurs on school property.

5. PSBA Voting Delegate for PSBA Delegate Assembly

Dr. Levinowitz discussed the selection of a voting delegate representing EASTERN at the PSBA Delegate Assembly.

6. Presentation – Assistant Director Joseph Greb

Assistant Director, Joseph Greb, gave a presentation during the agenda session to the JOC proposing the opening of a new program, Exercise and Sports Science, for the 2022-2023 school year. The motion to open this program will be presented to the JOC in June for their consideration.