

JOINT OPERATING COMMITTEE

MINUTES

SEPTEMBER 2, 2020

The virtual meeting was called to order by Eunice Franklin-Becker, Chairperson, at 6:30 p.m. The Pledge of Allegiance was recited.

PRESENT: Chris Epstein
Eunice Franklin-Becker, Chairperson
Susan Moore
Louis Mason
Dr. Monica D'Antonio
Eric Elvanian
Maggie Philips, Esq., Treasurer
Alice Budno Hope, Vice Chairperson

ABSENT: Tiffani Hendley

ALSO PRESENT: Seth Schram, Director
Dr. Angela King, Assistant Director
Charles J. Braun, Supervisor of Business Operations
Larry Byron, Special Projects, Technology and Operations Supervisor
Dana Johnson, Dean of Academic Affairs
Dr. Michael Christian, Superintendent of Record
Marilyn Monastero, J.O.C. Secretary
Mark Fitzgerald, Esq., Solicitor

MINUTES

MOTION: 1. To approve the minutes of August 5, 2020.

Above motion #1 was moved by Mrs. Franklin-Becker and seconded by Mrs. Moore.
Membership Polled. All in Favor. Motion Carried.

TREASURER'S REPORT

MOTION: 2. To approve the following items of the July 31, 2020 Treasurer's Report:
- Pages 1 through 11 for file and audit and
To approve General Fund Disbursements for August 31, 2020:
- Checks #9346 through #9396, ACH payments and electronic transfers
in the amount of \$428,556.43. (Page 12)

Above motion #2 was moved by Mrs. Philips and seconded by Mrs. Moore.
Membership Polled. All in Favor. Motion Carried.

MOTION 3: To approve the following out-of-district students:

<u>Name</u>	<u>District/School</u>	<u>Grade</u>	<u>Program</u>
Baskin	Sophie	LM/H	11 Automotive Technology
Craven	Michael	LM/H	12 Video, Sound & Music
Eisner	Jamie Lane	LM/H	12 Cosmetology
Grazier	Thomas James W.	LM/H	12 Building Trades
Maher	Shayla Diane	LM/H	10 Cosmetology
Patterson	Jaron	LM/H	12+ Culinary Arts
Potluri	Sujith	LM/H	12 Networking
Ryan	Owen Albert	LM/H	12 Automotive Technology
Seelig	Todd Brett	LM/H	12+ Networking
Shmulevich	Raphael Zvi	LM/H	12 Automotive Technology
Shojaian	Khashayar	LM/H	12 Culinary Arts
Steerman	Justin Blake	LM/H	12 Visual Communication
Vonderheide	Matthew	LM/H	11 Automotive Technology
Annapragada	Aniket	LM/LM	11 Culinary Arts
Axtell	Samantha	LM/LM	11 Healthcare Sciences
Bakula	Stefan	LM/LM	11 Video, Sound & Music
Bansal	Nishi	LM/LM	11 Baking & Pastry
Beasley	Joelle Anais	LM/LM	11 Video, Sound & Music
Berk	Cole Philip	LM/LM	11 Culinary Arts
Craig	Michaela Marin.	LM/LM	12 Building Trades
Crosbie	Nicolas	LM/LM	12 Video, Sound & Music
Davis	Wilson	LM/LM	12 Allied Health
DiCriscio	Luca David	LM/LM	11 Visual Communication
Dion	Sebastien Nicola	LM/LM	12 Building Trades
Dutwin	Aidan	LM/LM	12 Video, Sound & Music
Evans	Marley	LM/LM	12 Automotive Technology
Francis	Giana Elizabeth	LM/LM	12 Baking & Pastry
Haynes	Arnold	LM/LM	12 Video, Sound & Music
Hillman	William	LM/LM	11 Networking
Ho	Victor	LM/LM	12+ Culinary Arts

Hunter	Alexis	LM/LM	12 Healthcare Sciences
Knight	Katryana	LM/LM	11 Visual Communication
Martin	Paul	LM/LM	10 Culinary Arts
Neal	Deleah	LM/LM	10 Video, Sound & Music
Peoples-Johnson	Makhai	LM/LM	11 Cosmetology
Roland Harcourt	Samuel Oliver	LM/LM	12 Building Trades
Rollins	John Nay	LM/LM	11 Cosmetology
Rossa	Gianna Lynn	LM/LM	12 Baking & Pastry
Smith	Dashawna	LM/LM	12 Cosmetology
Willette	Luke Xavier	LM/LM	12 Healthcare Sciences
Wojnilower	Levi	LM/LM	12 Visual Communication
Pantellas	Augustus	Marple Newtown/MN	12+ Landscaping
Laverty	Ryan	Springford/SHS	12 Landscaping

4. To approve supplemental contracts for the following faculty to serve as youth club advisors for the 2020-2021 school year:

<u>Name</u>	<u>Club</u>	<u>Amount</u>
Troy Madden	CTSO Coordinator	\$1600.00
Joe Renzi	SkillsUSA advisor	\$1350.00
David Ayres	SkillsUSA advisor	\$1350.00
Erika Di Ienno	SkillsUSA advisor	\$1350.00
Allison Latzo	HOSA advisor	\$1350.00

5. To approve all Culinary Arts students to be eligible for the off-school hours catering program for the 2020-2021 school year at the following rates:

First Year Student	\$5.35/hour
Second Year Student	\$5.45/hour
Third Year Student	\$5.55/hour

6. To approve supplemental contracts for the following faculty for the 2020-2021 school year:

<u>Name</u>	<u>Position</u>	<u>Amount</u>
Kathy Slattery	Website Advisor	\$1300.00
Troy Madden	Lead Teacher	\$1500.00
Katie MacLuckie	Lead Teacher	\$1500.00

7. To approve additional instructor position in the Building Trades Program with instructor to begin as soon as possible.
8. To approve virtual attendance of Amy DeLellis at the 2020 PA Cooperative Education Conference at a cost of \$105.00. (Attachment #1)
9. To approve revised CMTHS 2020-2021 school year calendar. (Attachment #2)
10. To approve Student Handbook for the 2020-2021 school year. (Attachment #3)

Above motions #3 through #10 were moved by Mrs. Moore and seconded by Mrs. Epstein.
Membership Polled. All in Favor. Motion Carried.

ADMINISTRATIVE REPORTS

Dr. King reported the following:

- Have been preparing for the start of the school year with several professional development, health and safety practices and technology training to create a solid platform for asynchronous and synchronous learning.
- Kathy Slattery has been working hard to keep the website up to date with important information for students and parents.
- Returning students have been notified of their start date and pertinent information.

Mr. Byron reported the following:

- All areas are being sanitized.
- Touchless sanitizers will be in place.
- Upgrading wireless system with 20 new access points to ensure successful virtual learning.
- Ten webcams are available to assist in virtual learning.

Mr. Johnson reported the following:

- Working with home schools on transportation.
- Setting up social distance parking and entrance/exits.
- Doors are numbered along with door keys.
- Step pools are added to assist with contactless door opening.
- A video will be made available on the website to show students school layout and procedures.

SUPERINTENDENT'S REPORT

Dr. Christian congratulated Mr. Dana Johnson on his position as Dean of Academic Affairs and wished him well and also stated that he appreciates the hard work the whole administration has done to prepare for the new school year.

SOLICITOR'S REPORT

Mr. Fitzgerald stated that he has been working closely with Mr. Schram on reopening policy/issues.

COMMITTEE REPORTS

Personnel

Mr. Elvanian reported that the committee met to discuss need for additional Building Trades instructor.

Finance

Mrs. Philips reported that the committee met to discuss funding for the roof project in addition to needs for security and technology upgrades.

Curriculum

Dr. D'Antonio reported that the committee met to discuss progress of trainings for successful synchronous and asynchronous learning.

Mr. Schram stated that the students will be in school from 7:30 to 12:45.

Mrs. Franklin-Becker thanked everyone for their hard work on reopening planning.

Meeting adjourned at 7:08 p.m.

Respectfully submitted,

Marilyn Monastero
Secretary



Professional Improvement Conference/Workshop Request Form

Name of Conference/Workshop

Place and Date of Conference/Workshop

Program/
Purpose:
The conference will focus on best practices, safety, child labor and other laws, technology and communications as well as providing the latest information on cooperative education.

Attendees:

Cost not to exceed:

Registration:	<input type="text" value="105.00"/>
Lodging:	<input type="text" value="—"/>
Transportation:	<input type="text" value="—"/>
Meals:	<input type="text" value="—"/>
Other (Describe):	<input type="text" value="—"/>
Total:	<input type="text" value="105.00"/>

Source of Funding: Budgeted General Funds: \$
Grant: Amount: \$

Submitted by:

Supervisor's Approval:

Director's Approval:

Central Montco Technical High School
 Secondary School Calendar
 2020 – 2021

Att. #2

		<u>Teacher Days</u>	<u>Student Days</u>
Monday	August 24, 2020	In-Service	
Tuesday	August 25, 2020	In-Service	
Wednesday	August 26, 2020	In-Service	
Thursday	August 27, 2020	In-Service	
Friday	August 28, 2020	Non-teaching day	
Monday	August 31, 2020	In-Service	6 0
Monday	September 1, 2020	In-Service	
Tuesday	September 2, 2020	In-Service	
Wednesday	September 3, 2020	In-Service	
Friday	September 4, 2020	Holiday	
Monday	September 7, 2020	* Holiday	
Tuesday	September 8, 2020	First Student Day	
Monday	September 28, 2020	Holiday	19 16
October			22 22
Tuesday	November 3, 2020	In-Service	
Thursday	November 26, 2020	* Holiday	
Friday	November 27, 2020	Holiday	19 18
Thursday	December 24, 2020	Winter Break	
Friday	December 25, 2020	Winter Break	
Monday	December 28, 2020	Winter Break	
Tuesday	December 29, 2020	Winter Break	
Wednesday	December 30, 2020	Winter Break	
Thursday	December 31, 2020	Winter Break	17 17
Friday	January 1, 2021	Holiday	
Monday	January 18, 2021	* Holiday	19 19
Friday	February 12, 2021	Non-teaching day	
Monday	February 15, 2021	* Holiday	19 19
Monday	March 29, 2021	Spring Break	
Tuesday	March 30, 2021	Spring Break	
Wednesday	March 31, 2021	Spring Break	20 20
Thursday	April 1, 2021	Spring Break	
Friday	April 2, 2021	Spring Break	20 20
Monday	May 31, 2021	* Holiday	20 20
Friday	June 11, 2021	Last Student Day	9 9
		Total Days	190 180

* Official Local School District Holidays pursuant to 24 P.S. Section 15-1502 of the Pennsylvania.

CENTRAL MONTCO TECHNICAL HIGH SCHOOL

2020-2021 School Calendar

July 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

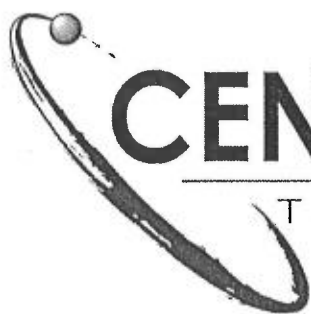
May 2021						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

-  TEACHER IN-SERVICE
-  FIRST & LAST STUDENT DAY
-  HOLIDAY
-  NON-TEACHING DAY

180 STUDENT DAYS

190 TEACHER DAYS



CENTRAL MONTCO

TECHNICAL HIGH SCHOOL
FOR THE ARTS, SCIENCES AND TECHNOLOGY

Student Handbook



Due to the nature of the COVID pandemic, an amendment to this handbook may occur at any time.

2020-2021

**A BRIGHT FUTURE BEGINS AT
CENTRAL MONTCO TECHNICAL HIGH SCHOOL**

Central Montco Technical High School (CMTHS) is a joint venture between the Colonial, Norristown Area and Upper Merion Area School Districts. The governing body, or Joint Operating Committee, comprises three school board members from each of the participating school districts.

JOINT OPERATING COMMITTEE

Colonial School District

Superintendent: Dr. Michael Christian, Superintendent of Record
JOC Members: Mrs. Eunice Franklin-Becker, Chairperson
Mrs. Chris Epstein
Mrs. Susan Moore

Norristown School District

Superintendent: Mr. Christopher Dormer
JOC Members: Dr. Monica D'Antonio
Ms. Tiffani Hendley
Mr. Louis Mason

Upper Merion School District

Superintendent: Dr. John Toleno
JOC Members: Mr. Eric Elvanian
Mrs. Alice Budno-Hope, Vice Chairperson
Mrs. Maggie Philips, Esq., Treasurer

Central Montco Technical High School

Recording Secretary: Ms. Marilyn Monastero

EQUITY STATEMENT

Central Montco Technical High School does not discriminate in its education programs, activities or employment practices based on sex, color, national origin, race, sexual orientation, disability, age, religion, ancestry, political opinions or affiliations, or lawful activity in any employee organization. Central Montco Technical High School provides equal access to the Boy Scouts and other designated youth groups. For information about your civil right and grievance procedures, contact Mr. Seth Schram, Director and Equal Rights Coordinator, (610) 277-2301.

OUR PHILOSOPHY

Central Montco Technical High School (CMTHS) provides a variety of programs that prepare individuals to enter the workforce or to continue their education at colleges, universities, and technical schools. In addition to occupation-specific training, CMTHS promotes the development of civic responsibility, employability skills, leadership, and professionalism. All programs are competency-based and designed to meet the individual student's needs, skills, interests, abilities, and preferences. The school's mission statement:

SHAPING TODAY'S STUDENTS FOR TOMORROW'S CAREERS

CMTHS is committed to serving the business and industry sector of the community by providing programs that assist in meeting workforce requirements. Central Montco school colors are burgundy & gray. Our mascot is the Hawk.



We are pleased that you have chosen to attend Central Montco Technical High School (CMTHS). Central Montco Technical High School's Administration, Faculty, and Staff are committed to helping you reach your career goals. Whether you plan to enter college or the workforce after graduation, your future is in your hands. We encourage you to take advantage of the many opportunities offered to you.

This handbook is designed to be a guide for day-to-day policies and procedures and adapted for the adherence of the guidelines of Pennsylvania Department of Education, the Pennsylvania Department of Health, the Montgomery County Department of Health guidelines, and the CMTHS Health and Safety Plan during the pandemic. Please read the handbook thoroughly and keep it handy as a reference guide. The staff will review with all students during the first and second week of school. Parents and students must sign the signature page and acknowledge they have read the handbook in its entirety.

Best Wishes,
 The Joint Operating Committee,
 the Administration and the Staff of CMTHS
 821 Plymouth Road,
 Plymouth Meeting, PA
 610-277-2301

IN-SCHOOL HEALTH & SAFETY PLAN PROTOCOLS
(School will be in session if the safety metrics measures are met according to Pennsylvania Department of Education, the Pennsylvania Department of Health, and the Montgomery County Department of Health guidelines)

Classroom/Program Area:

- Assigned seating charts for all students.
- Assigned workstations.
- Everyone separated 6 feet or to the maximum extent feasible.
- Eat meals 6 feet apart facing the same way.

Personal Sanitation/Face Coverings

- Handwashing/sanitizing before eating, and after using the bathroom.
- Handwashing/sanitizing upon entering the classroom, prior to leaving the building and every two hours or as needed.
- Hand wash/sanitize if an individual touches face, coughs, sneezes, or such.
- Hand wash/sanitize hands before putting on face coverings or PPE and after taking it off.
- Clean, plain, cloth face coverings are required, unless there are approved medical restrictions.

Cleaning & Sanitizing Tools & Equipment

- Students will clean and sanitize their own tools with specific sanitizing/cleaning procedures.
- All individual tools and equipment will be labeled with the student's name.
- All school tools and equipment will be labeled and distributed, sanitized and stored by the instructional staff.

Monitoring Student Health

- Student health and symptom checks must be done prior to leaving the home. Students/parents must email attendance@cmths.org when symptomatic and stay home.
- Individuals who are sick must stay home or if in school, go home or to a healthcare facility depending on how severe their symptoms are and follow CDC guidance for caring for oneself.
- Staff or students with a probable or confirmed exposure will require a minimum of a 14-day self-quarantine. Students who are sick and do not have transportation home will either be transported by health care professionals or designated staff in protective gear (PPE) using our specifically modified vehicle.
- The school nurse, in consultation with building/program administration, will direct staff or students to their healthcare provider or Montgomery County Public Health for decisions regarding quarantine. Refer to most recent Pennsylvania Department of Education, the Pennsylvania Department of Health, the Montgomery County Department of Health, and the [Guidance of Home Isolation & Quarantine](#)
- [Recommendations for Pre-K to 12 Following Identification of Case\(s\) of COVID-19](#)

Click this link for the [CMTHS Health & Safety Plan](#)

FACE COVERINGS

Students must provide their own clean cloth face coverings and wear them following the Pennsylvania Department of Education, the Pennsylvania Department of Health, and the Montgomery County Department of Health guidelines, unless medically excused as stated on the CMTHS Health Form and verified by administration. Only plain color masks are permitted. The only print permitted is his or her official school district school logo.