

**JOINT OPERATING COMMITTEE**

**DIRECTOR'S REPORT**

**JULY 15, 2020**

ITEM 1: Recommend approval of the Drivers Education Reopening Plan. (Attachment #1)

ITEM 2: Recommend employment of the following individual:

Name:	Edward Titus
Position:	Allied Health Technology Instructor
Effective Date:	August 3, 2020
Employment Status:	Full-time/190 days
Salary Step/Rate:	H-7/\$86,799.08
Benefits:	As stated in the current Professional Bargaining Contract

ITEM 3: Recommend increase in salary step for the following instructors effective August 24, 2020:

David Ayres, Building Trades, from A-9 to C-10 – receipt of Voc. I  
Erika Di Ienno, Cosmetology, from A-9 to C-10 – receipt of Voc. I  
Robert Kindon, Transition to Career, from F-9 to G-10 – Masters plus 30

## CENTRAL MONTCO TECHNICAL HIGH SCHOOL DRIVER'S EDUCATION REOPENING PLAN

Driver's Education - Behind the Wheel Class Update

Due to the mandated school closure for the current school year, Driver's Education Classes are cancelled through the end of June 2020.

**Starting July 16, behind the wheel classes will begin.** Registered students, who have completed the necessary requirements and are eligible for lessons, will be assigned an instructor and the instructor will contact the student to schedule lessons. All students requesting driving lessons should complete the application at the end of this document and mail it along with the required payment to:

Central Montco Technical High School

821 Plymouth Road

Plymouth Meeting, PA 19462

Attn: Driver's Education

Note: priority will be given to students who were in the process of completing their behind the wheel lessons before the school closed.

Because of the highly unusual set of circumstances created by the COVID-19 pandemic Central Montco Technical High School made the following modification to the behind the wheel driving lesson procedures. Behind-the-wheel training will resume on July 16, 2020 using the following safety protocols:

### **Safety Protocols**

1. The instructor will schedule the behind-the-wheel training time with students. There will be no in class theory classes taught at this time.
2. Students should wait outside. Instructors will meet their students in the parking lot in front of the building. Students must have their driving permit with them for all lessons.
3. Students, parents and instructors waiting near the building or door must wear a mask.
4. Prior to each driving lesson or test, students will be required to complete and sign-off on a Questionnaire and have their temperature taken electronically by their instructor. To save time, students should print and complete a copy of the attached questionnaire and return to their instructor prior to each lesson.
5. If a student is not feeling well or has a temperature, the instructor will reschedule their appointment to a later date; after the student is symptom-free for fourteen days.
6. Mandatory use of face coverings/masks by all students and instructors is required. Students should bring their own facemask. Lessons will not be conducted if a student is not wearing a proper face covering.
7. Vehicles are sanitized between students.
8. There will be no access to the school building. Parents and visitors are not permitted in the building during this time.

Please note: In an effort to keep Central Montco Technical High School's driving programs safe for everyone, we require that students complete the following screening questionnaire before their lesson:

# CENTRAL MONTCO TECHNICAL HIGH SCHOOL

## DRIVERS EDUCATION QUESTIONNAIRE

**Do you have any of the following?**

- Fever (100.4° F [38.0° C] or greater using an oral thermometer)
- Shortness of breath (not severe)  Cough
- Chills
- Repeated shaking with chills
  
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

**In the two weeks before you had any of the above symptoms, did you:**

- Have contact with someone diagnosed with COVID-19?  Live in or visit a place where COVID-19 is spreading?

Students please sign below that you have answered the questions to the best of your knowledge

Students who have symptoms of acute respiratory illness are required to notify their instructors and stay home until they are free from fever and any other symptoms for at least 14 days, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants).

\_\_\_\_\_ Student Signature

\_\_\_\_\_ Date

\_\_\_\_\_ Instructor Signature

\_\_\_\_\_ Date



# Driver Education Training

## Behind-the-Wheel Drivers Licensing Exam

Central Montco Technical High School (CMTHS) provides a Pennsylvania Department of Education (PDE) approved Behind-The-Wheel Drivers Training Program for all interested students residing in the Colonial, Norristown Area and Upper Merion Area School Districts. This program meets Pennsylvania Department of Education regulations and insurance industry requirements.

Central Montco Technical High School provides Behind-The-Wheel training consisting of 6 hours of actual driving with instruction in dual-controlled cars provided by Central Montco Technical High School and Drivers Licensing Exam given during the 6<sup>th</sup> hour. Instruction is scheduled on an individual basis. All BTW lessons start and finish at CMTHS. We do not offer door to door service. **The instructor is part-time PA certified and driving is according to his schedule.** Eligible students must be 16 years or older and have obtained their learner's permit or license. A registration form must be submitted with payment enclosed in order to schedule Behind-The-Wheel instruction. **The school must be notified 24 hours prior to the cancellation or students will be charged for the time scheduled and will need to schedule additional hours above the original 6 hours at a \$60.00 per hour fee.**

Completion certificates for 30-hour on-line theory and 6-hour Behind the Wheel are required by most insurance companies for a reduction in insurance premiums. **The Pennsylvania Drivers Licensing Exam is given to full-time students who have successfully completed both the classroom and behind-the-wheel and have not graduated from high school.** Proof of PDE approved 30-hour on-line training is required to sign up for 6-hour Behind the Wheel training.



Please note:

1. A registration fee of \$360.00 is required to enroll in the Behind-The-Wheel program.  
**Behind the Wheel lessons are individually scheduled.**  
**Note: All lessons start and end at Central Montco Technical High School.**  
**We do not offer door to door service.**
2. A license or learner's permit is required to actually drive. Please attach a copy. **The Pennsylvania Drivers Licensing Exam is given to full-time students who have completed the 30-hour on-line theory course and behind-the-wheel, and have not graduated from high school.**
3. No refunds.

-----Detach and mail bottom portion-----

**Please Complete Registration Form for 2020-2021 Driver Education Program:**

Enrollee's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone No. \_\_\_\_\_ Parent/Guardian Cell Number \_\_\_\_\_

Parent/Guardian Work Number \_\_\_\_\_ Year of High School Graduation \_\_\_\_\_

Email address: \_\_\_\_\_ School District \_\_\_\_\_

Permit/License (I.D.) No. \_\_\_\_\_ Exp. Date \_\_\_\_\_ Eligible Exam Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Behind-The-Wheel/Drivers Licensing Exam\* \_\_\_\_\_ Proof of 30-hour on-line theory completion date: \_\_\_\_\_

**\*Completion of an approved Drivers Education 30-hour on-line theory course is required in order to take the Drivers Licensing Exam at CMTHS per the Pennsylvania Department of Education (high school students only). Please attach a copy of certificate.**

- Cash                       Check/Money Order (Payable to CMTHS)

Mail to: Central Montco Technical High School  
821 Plymouth Road, Plymouth Meeting, PA 19462  
Attention: Drivers Ed

# Edward Titus, DPT

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## Objective

An organized professional with proven leadership, mentoring and rehabilitative management skills to gain employment in a stable, long-term position where I will be able to utilize my skill set to enhance and improve the lives of the students I will be privileged to educate. Ability to be a team player and resolve problems and conflicts professionally. Skilled at communicating complex information in a simple and creative manner. Looking to contribute my knowledge and skills in a school that offers a genuine opportunity for career progression.

## Education

Doctorate Physical Therapy | 2008 | Neumann University

B. S. Biology | 1992 | Stockton University

Certified Strength and Conditioning Specialist | 1997 | N. S. C. A.

Certified Massage Therapist | 1997 | Philadelphia School of Massage Arts and Science

## Skills & Abilities

### COMMUNICATION

- Possess excellent interpersonal skills allowing for effective communication with staff, nursing, administration and families
- Participate in daily meetings to include stand up, stand down and RNACS's for Medicare planning
- Participate in weekly administrative meetings to include d/c planning, Utilization Review
- Clinical rounds
- Weekly clinical staff meetings
- Train and orient new staff

### LEADERSHIP

- Participate in marketing/community development events, representing HealthPro and Pembroke, SNF
- Presentations at Chester County Hospital, Paoli Memorial Hospital, Brandywine Hospital and Life Care Center
- Successfully implemented Otago Exercise Program to improve balance and reduce falls
- Monthly Wellness presentations in the ILF

## Experience

### **Physical Therapist | HealthPro | June 2017 to Present**

- Lead Physical Therapist – Wellington at Hershey's Mill
- Thorough understanding of Medicare guidelines as it pertains to therapy
- Effectively manage robust caseload with mixed payor source
- Effectively managed high volume, complex caseload while maintaining company mandated productivity
- Tailored Plan of Care to meet each individual's goals and needs
- Deliver effective and evidenced based interventions
- Educated patients in safe and effective HEP
- Supervised all PTAs
- Fill in for DOR when needed

### **Director of Rehab | HealthPro | June 2016 to June 2017**

- Director of Rehabilitation - Wellington at Hershey's Mill
- Manage rehabilitation department consisting of ten full time employees, various part time and PRN staff
- Thorough understanding of Medicare guidelines as it pertains to therapy
- Effectively manage robust caseload with mixed payor source
- Manage Med B Cap in a fiscally and medically appropriate manner
- Hire and orient new staff members
- Approve payroll, vacations and monitor overtime

### **Physical Therapist | Tel Hai Retirement Community | January 2016 to June 2016**

- Develop and implement POC/therapeutic interventions to meet patient needs
- Increase caseload and therapy presence in ILF/Personal Care
- Supervision of PTA's in the inpatient and outpatient setting
- Manage diverse caseload while maintaining productivity standards

### **Director of Rehab | HealthPro | October 2014 to January 2016**

- Director of rehabilitation at Pembroke, SNF, a 180 bed LTC/STC rehabilitation and wellness center
- Manage rehabilitation department consisting of twelve therapists and various PRN staff
- Approve payroll and monitor overtime
- Consistently meet or exceed budget
- Thorough understanding of Medicare process as it relates to therapy
- Manage Med B Cap
- Manage caseload of over fifty patients on therapy

### **Physical Therapist | Genesis Rehabilitation | July 2008 to September 2014**

- Lead Physical Therapist - St. Martha's Manor, a 120 bed LTC/STC rehabilitation facility
- Effectively managed high volume, complex caseload while maintaining company mandated productivity
- Tailored Plan of Care to meet each individual's goals and needs
- Deliver effective and evidenced based interventions
- Educated patients in safe and effective HEP
- Supervised all PTAs
- Fill in for DOR when needed

### **Personal Trainer & Massage Therapist | Titus Training Systems | 1997 to 2007**

- Owner and operator of personal training studio overseeing all daily activity to included scheduling, billing collections and program development
- Developed and implemented exercise plans for diverse client base ranging from geriatric to Division I athletes

### **Community Involvement:**

**Assisted in development and implementation of sports medicine program at Unionville High School | Technical College High School | Spring 2016**

**Occupational Advisory Committee | Technical College High School | 2011 to the Present**

**Football Coach | Downingtown Young Whippets | 2005 to 2015**

**Wrestling Coach | Downingtown Thunder | 2005 to 2010**