



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes
October 7, 2024
7:00 PM in WMCTC Boardroom**

A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held via Zoom. Mr. Keith McCarrick, the Chairperson, called the meeting to order at 7:06 P.M.

JOC Members

Erica Hermes

Patti Grimm

Keith McCarrick

Jay Strunk

Dr. Charles Nippert

JP Prego

Karen Weingarten

Absent: Sarah Bieber and Heidi Goldsmith

Guests: Vicki McCarrick

Non-Members

David Livengood, Administrative Director

Robert Rizzo, Superintendent, Spring-Ford Area S.D & WMCTC Superintendent of Record

Craig Robinson, Principal

Wendy Sigourney, Administrative Assistant

Donna Wilson, Business Manager

Solicitor

Marc Davis, Esq., Fox, Rothschild, LLP

Agenda

1. Call to Order

Pledge of Allegiance to the Flag
Attendance/Roll Call
Agenda Items and/or changes

2. Approval of Minutes

A motion was made by Patti Grimm and seconded by Karen Weingarten to approve the JOC Meeting Minutes from September 9, 2024.

Erica Hermes	Yes	Keith McCarrick	Yes	Charles Nippert	Yes
JP Prego	Yes	Patti Grimm	Yes	Karen Weingarten	Yes
Jay Strunk	Yes				
Motion carried	7-0				

3. Presentations

1. Mr. Livengood shared a presentation on the BioMed program. This is a “Lead the Way” program and not an approved Program of Study (POS). It is a rigorous course for 11th and 12th-grade students. We do not receive funding for this program and pay about \$2,500 per student. There are currently five (5) seniors in the program. Our policy is to retire a program if there are fewer than 15 students for 3 consecutive years. This policy doesn’t apply since it isn’t an approved POS but we are using it as a reference. We would like to retire this program to make room for more students to fit into a 4-year program, where we would be able to increase enrollment for our Health Science, Dental, and Sports Medicine programs.

4. Public Comments on Agenda Items - None

5. WMCTC Reports

A. Administrative ReportsAdministrative Reports

- Mr. Livengood
 - Some physical highlights are the new lines in the parking lots, many new cameras, and the new security area of the Main Entrance.
 - School is off to a good start and the students have adjusted to the new entrance well.
 - There is a new Pre-apprenticeship grant. We have signed on with the MCIU. Electrical Occupations is being worked on now.
 - October 23 is our Local Advisory Group meeting at 4:00. All JOC members are invited. This is a group of industry professionals that provides guidance in the area of programs. It was suggested to put the definition of the OAC and LAC in the next newsletter.

- If anyone has input on what they would like to see in the newsletter, please contact Dave.
- The Supplemental grant is out and Dave is in the process of preparing it for submission.
- Ms. Donna Wilson
 - The audit is complete and was successful.
- Mr. Craig Robinson
 - On October 23, 2024, we will be holding the Occupational Advisory Meetings. We have many new OAC members as our new staff has brought in their contacts to the group.
 - Pre-NOCTI, we have 106 students eligible for Co-Op. Currently, 16 are out in the workforce and 5 are in process. Our goal is to get all seniors out into the workforce. The OAC meetings will help facilitate this.
 - SkillsUSA Leadership Conference is at the Kalahari Resort this year and we have 41 students who have been nominated. Approximately 300 will attend. This is an intense training on how to run SkillsUSA at school.

B. Important Dates

- October 23 Local Advisor Committee (LAC) 4:00 Meeting/ Dinner 5:30
- October 23 OAC Meetings
- November 4 JOC Meeting at 7:00 pm
- November 4 OAC Culinary Meeting at Noon
- November 5 In-Service - Election Day
- November 13-15 SkillsUSA Leadership Conference
- November 25 In-Service (Trade-Off Day for August 13-15)
- November 26 In-Service (Trade-Off Day for August 20)
- November 27 No 10-Month Employees
- November 28 School Closed – Winter Break
- November 29 School Closed – Winter Break
- January 6 JOC Meeting at 7:00 pm

6. Additional Reports

A. Mr. Robert Rizzo

- Mr. Rizzo met with Dave today and was shown the new deck area outside the barn and security upgrades. They discussed the budget process and enrollment, important dates, and Title IX and how that impacts WMCTC.

B. Mr. Marc Davis, Esq.

- Jenny Hanlin Esq. attended the Title IX policy meeting and is willing to attend the JOC meeting if needed.

C. Mr. JP Prego, JOC Secretary

- Correction is needed to the September 9 meeting minutes to remove Jay Strunk from the absent listing.

D. Other Advisory Groups

- Personnel Advisory Group - No report
- Policy Advisory Group - Heidi Goldsmith and Sarah Bieber attended and reviewed the proposed policies for the 1st reading.
- Facilities Advisory Group - No report

E. Student Awards - None

7. Policies (2nd Reading - Approval)

A. Policy 000 - JOC Policy/Procedure/Administrative Regulations

B. Policy 001 - Name and Classification

C. Policy 002 - Authority and Powers

A motion was made by Patti Grimm and seconded by JP Prego to approve JOC Policies A - C.

Erica Hermes	Yes	Keith McCarrick	Yes	Charles Nippert	Yes
JP Prego	Yes	Patti Grimm	Yes	Karen Weingarten	Yes
Jay Strunk	Yes				
Motion carried	7-0				

8. Policies (1st Reading)

These JOC Policies were taken for the 1st reading.

- A. Policy 103 - Discrimination Title IX Sexual Harassment Affecting Students and attachments
- B. Policy 103.1 - Non-Discrimination - Qualified Students with Disabilities
- C. Policy 103.2 - Non-Discrimination Based on Sex Under Title IX
- D. Policy 104 - Discrimination - Title IX Sexual Harassment Affecting Staff and attachments
- E. Policy 249 - Bullying/Cyberbullying

9. Personnel

A. Conferences

1. The Administration recommends approving a maximum of 4 staff members and an administrator to attend the Integrated Learning Conference at The Penn Stater Hotel and Conference Center in State College from November 6-8, 2024, at a cost not to exceed \$3,500.

B. FMLA

1. The Administration recommends approving Phillip Mest's FMLA from November 15, 2024, through January 2, 2024.

2. The Administration recommends approving Wendy Sigourney's FMLA from November 19, 2024, through January 19, 2024.

C. Supplemental Contracts

1. The Administration recommends the employment of Gracie Vanning as the Commercial Arts Co-Op student for the 2024-2025 school year at a rate of \$12.00 per hour.

A motion was made by JP Prego and seconded by Patti Grimm to approve the Personnel items A-C, as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Charles Nippert	Yes
JP Prego	Yes	Patti Grimm	Yes	Karen Weingarten	Yes
Jay Strunk	Yes				
Motion carried	7-0				

10. Finance

A. Approval of Cash Receipts and List of Bills

A motion was made by Patti Grimm and seconded by JP Prego to approve the Financial item A, as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Charles Nippert	Yes
JP Prego	Yes	Patti Grimm	Yes	Karen Weingarten	Yes
Jay Strunk	Yes				
Motion carried	7-0				

11. Other Action Items

- A. The Administration recommends approving the installation of a new Air Compressor at a cost of \$22,815.

A motion was made by Patti Grimm and seconded by JP Prego to approve item A as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Charles Nippert	Yes
JP Prego	Yes	Patti Grimm	Yes	Karen Weingarten	Yes
Jay Strunk	Yes				
Motion carried	7-0				

12. Board Comment - Mrs. Grimm thanked Mr. Livengood for the Bi-weekly newsletter. Mr. McCarrick commented that he sends that and the Principal's Newsletter to his board members.

13. Public Comment - None

**14.
Adjournment**

A motion was made by Patti Grimm and seconded by JP Prego to adjourn the meeting.

Erica Hermes	Yes	Keith McCarrick	Yes	Charles Nippert	Yes
JP Prego	Yes	Patti Grimm	Yes	Karen Weingarten	Yes
Jay Strunk	Yes				
Motion carried	7-0				

The meeting adjourned at 7:43 pm.
Respectfully submitted,

Mr. JP Prego, Secretary
Ms. Wendy Sigourney, Recording Secretary