



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes  
November 6, 2025  
7:00 PM in WMCTC Boardroom and via Zoom**

**A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held at WMCTC and via Zoom. Mr. Keith McCarrick, the Chairperson, called the meeting to order at 7:04 P.M.**

**JOC Members**

Sarah Bieber  
Erica Hermans  
Heidi Goldsmith  
Patti Grimm

Keith McCarrick  
Dr. Charles Nippert  
JP Prego  
Jay Strunk  
Karen Weingarten

**Absent:** None

**Guests:** Vicki McCarrick

**Non-Members**

Robert Rizzo, Superintendent, Spring-Ford Area S.D & WMCTC Superintendent of Record  
David Livengood, Administrative Director  
Craig Robinson, Principal  
Wendy Sigourney, Administrative Assistant  
Donna Wilson, Business Manager

**Solicitor**

Beth Shore, Esq., Fox, Rothschild, LLP

## **Agenda**

### **1. Call to Order**

Attendance/Roll Call

Agenda Items and/or changes

### **2. Approval of Minutes**

A motion was made by Mrs. Patti Grimm and seconded by Mrs. Karen Weingarten to approve the JOC Meeting Minutes from November 4, 2024.

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	Yes	JP Prego	Yes	Charles Nippert	Yes
Motion carried	9-0				

There was a comment from JP Prego to correct an item on the minutes. Completed.

### **3. Presentations**

A. SkillsUSA Leadership Conference Recap was tremendous. Mr. Livengood will invite the students to speak about the conference at an upcoming JOC meeting. 60 students went to Kalahari Resorts for the event.

B. Budget Presentation

1. Mr. Livengood presented the Proposed 2025-2026 Budget to the JOC members.

The highlights were the following:

- In order to provide time for us to meet with the districts to review the proposed budget we will plan to vote for the budget in March.
- An increase of 3.26% is proposed.
- We are requesting the hiring of an Assistant Principal. The position description is available and Mr. Livengood expanded on the process.
- Increased supplies and student activity travel and reduced student activities.
- Market value adjustments for specific positions were also included.
- Administration salaries for the area will be shared based on a request from Jay Strunk.

### **4. Public Comments on Agenda Items - None**

### **5. WMCTC Reports**

A. **Administrative Reports**

- Mr. Dave Livengood

- Thanked the JOC for allowing him to have the month of December off to be with his family. He also thanked Craig Robinson, Donna Wilson, Chad Heffner, and the rest of the staff for carrying the load.
- Thanks to the Culinary instructors for the cookie trays that we distributed.
- Students will be going to the Farm Show and pairing with Celebrity Chefs on a field trip sponsored by CCap.
- The auction was very successful and the revenue received was \$55,009.60. We would like to utilize the funds to purchase a van.
- Is looking into our capital project fund, and will have it by the end of the school year. The teacher committee has had valuable input.
- We are waiting to hear confirmation on some grants that were submitted (Supplemental Grant, Competitive Equipment Grant, PA Smart Grant, and a Safety and Security upgrade of \$450,000 from Senator Pennycuick).
- Ms. Donna Wilson - No report
- Mr. Craig Robinson
  - December was a busy month. We had a successful Open House on December 4th. They pushed back the application process so that it wouldn't complete them prior to the Open House to avoid numbers that may not be reflected accurately. Student Success Coordinators were available to share services.
  - We have 93 applicants so far this year.
  - March 15, is when the application window closes.

## **B. Important Dates**

- |                 |   |
|-----------------|---|
| • January 6 -17 | Keystone Testing  |
| • January 20    | School Closed/Holiday                                     |
| • January 22    | SkillsUSA Culinary Competition only                       |
| • February 3    | JOC Meeting at 7:00 pm *                                  |
| • February 4    | SkillsUSA District Competition (In-House)                 |
| • February 5    | SkillsUSA District Competition (In-House)                 |
| • February 6    | SkillsUSA District Competition (In-House)<br>Snow Make Up |
| • February 7    | SkillsUSA District Competition (In-House)<br>Snow Make Up |

## **6. Additional Reports**

- A. Mr. Robert Rizzo - Dave has been in communication with him regarding the budget and is pleased with the progress that he and Mrs. Wilson have made on the proposal. He shared that he is in full support of the proposed Assistant Principal position, This will help add support to teachers and professional development. Mr. Robinson handled the daily needs of WMCTC very well in Mr. Livengood's absence.

- B. Ms. Beth Shore, Esq., - The Department of Labor and Industry has increased the amount for purchases subject to public bid is \$23,800 and the amount for purchases subject to written or telephonic price quotation is \$12,900; effective January 1, 2025.
- C. Mr. Prego, JOC Secretary, no report.
- D. Other Advisory Groups
  - Personnel Advisory Group - No report.
  - Policy Advisory Group - We met after the November meeting and reviewed the policies under New Business. Patti Grimm would like to review the Berevement policy before the 2nd reading.
  - Facilities Advisory Group - No report.
- E. Student Awards - Students of the Quarter were available for members to review.

## **7. Policies (2nd Reading - Approval) - None**

## **8. Policies (1st Reading)**

The policies below have been

- A. # 234 - Pregnant - Married Students ([Policy](#))
- B. # 247 - Hazing ([Policy](#))
- C. # 249 - Bullying-Cyberbullying ([Policy](#))
- D. # 252 - Dating Violence ([Policy](#))
- E. # 317.1 - Educator Misconduct ([Policy](#))
- F. # 336 - Personal Necessity Needs ([Policy](#))
- G. # 339 - Uncompensated Leave ([Policy](#))
- H. # 800 - Records Management ([Policy](#))
- I. # 824 - Maintaining Professional Adult/Student Boundaries ([Policy](#))

Recommendation not to use "The Center" but use "WMCTC" in all documents (Jay Strunk).

## **9. Personnel**

### **A. Conferences**

1. The Administration seeks approval for the following instructors, Mrs. PJ King, Mrs. Lisa Cassidy-Lawler, and Mrs. Heather Zornek, along with Sean English, Maureen McCormick, and Aimee Shelton, to attend the HOSA Student Leadership Conference in Lancaster, PA, along with 60 students on March 26 - 28, 2025, at a cost not to exceed \$4,000.
2. The Administration seeks approval for Mrs. Anne Marie Yusko to attend the PDE Data Summit in Hershey, PA, from March 24 to 26, 2025, at a cost not to exceed \$1,000.
3. The Administration recommends approving David Livengood, Administrative Director, to attend the annual PACTA Symposium: Pathways to Career Readiness Conference at the Hershey Lodge Convention Center in Hershey, PA, on February 13 & 14, 2025, for an approximate cost of \$500.00.

A motion was made by Mrs. Karen Weingarten and seconded by Mrs. Patti Grimm to approve Personnel Item A as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	Yes	JP Prego	Yes	Charles Nippert	Yes
Motion carried	9-0				

## **10. Finance**

### **A. Approval of Cash Receipts and List of Bills**

A motion was made by Mrs. Karen Weingarten and seconded by Mr. JP Prego to approve the Financial item A, as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	Yes	JP Prego	Yes	Charles Nippert	Yes
Motion carried	9-0				

## **11. Other Action Items**

- A. The Administration seeks approval to start an American Welding Society Chapter. (Student Organization)
- B. The Administration recommends approving the quote from TWG Security for adding access control to classroom doors as part of the Safety and Security Grant at \$70,861.65. (\$70,000 from Grant, \$861.65 from General Fund)
- C. The Administration recommends approving the quote from TWG Security for updating the camera server at a cost of \$5,336.42.
- D. The Administration seeks approval to purchase a new school van from the proceeds of the auction at a cost of \$60,911. (Auction Funds \$55,009.60, General Fund \$5,901.40)

A motion was made by Mr. JP Prego and seconded by Mrs. Karen Weingarten to approve Other Items A - D including changing item 'D' to replace the wording "removing" to 'rescinding'.

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	Yes	JP Prego	Yes	Charles Nippert	Yes
Motion carried	9-0				

**12. Board Comment** - Mrs. Grimm thanked the Culinary Department for the Cookie Tray.

**13. Public Comment** - None

**14.**  
**Adjournment**

A motion was made by Mrs. Karen Weingarten and seconded by Dr. Charles Nippert to adjourn the meeting.

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	Yes	JP Prego	Yes	Charles Nippert	Yes
Motion carried	9-0				

The meeting adjourned at 8:05 pm.  
Respectfully submitted,

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