



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes  
November 4, 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 7:04 P.M.**

**JOC Members**

Sarah Bieber

Erica Hermes

Heidi Goldsmith

Patti Grimm

Keith McCarrick

Jay Strunk

Karen Weingarten

**Absent:** JP Prego and Dr. Charles Nippert

**Guests:** Beth Shore Esq. from Fox Rothschild, Trina Schaarschmidt, and Elizabeth Fluckey from Upper Perkiomen School District to address Title IX.

**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 Heidi Goldsmith and seconded by Karen Weingarten to approve the JOC Meeting Minutes from September 9, 2024.

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	Yes				
Motion carried	7-0				

### **3. Presentations - None**

### **4. Public Comments on Agenda Items**

- A. Mrs. Trina Schaarschmidt, from the Upper Perkiomen School District, spoke on behalf of the Moms for Liberty. She had some questions for us to consider on the Title IX policies before approval. She asked if everyone on the board had read the 1,500-page report of Biden's Title IX order, and would like to understand the policy a bit more to understand why we at WMCTC would want to implement it. Because we have Moms for Liberty children attending WMCTC we would need to refrain from approving that.

### **5. WMCTC Reports**

#### **A. Administrative ReportsAdministrative Reports**

- Mr. Dave Livengood
  - There will not be a Newsletter in December if the motion for Mr. Livengood's Paternity Leave passes.
  - We are purchasing "Parent Square" which is a tool where you can unify the schools' communication tools, such as alerts, newsletters, parent updates, social media, calendar, and much more. This would replace the miscellaneous tools like Remind, etc. Both Spring-Ford and Upper Perk currently have this tool and it works very well.
  - Ms. Wilson and Mr. Livengood have been working on the budget for the 2025-2026 school year. Their main budget line item will be for an Assistant Principal. They are working on a "Market Value" adjustment since there are four contracts up this year (Mr. Livengoods, Ms. Wilson's, Teamsters, and Act 93).

- We are in the process of updating our website and hoping to release that in February. It will be done earlier but we will be putting it through in-house testing prior to release.
- Geyer is posting an online auction on November 24 with mainly used auto equipment since all our equipment was replaced by Hunter. We received a donation of equipment from Techni Tool and were permitted to sell what we were not able to use.
- Mr. Livengood will be attending the SkillsUSA Leadership Conference at the Kalahari Resort. He has attended for the past five (5) years and the number of student participation has gone from 5 students to this year 51 students attending. It is an intensive time of training with long, hard days of learning. They have rented a Motorcoach for travel.
- Ms. Donna Wilson shared that she and Mr. Livengood are involved with an Esser's monitoring meeting to determine what and how the money was spent for those funds. We only purchased three items with three vendors (bells, gates, and cameras) so it should be a quick and easy process.
- Mr. Craig Robinson indicated that we will be holding an In-Service day tomorrow and Central Montco will be joining us for the day. Our Protective Services instructors attended training and will be bringing that back to us tomorrow. The session is on Safety Care and Deescalation.

## **B. Important Dates**

- 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 – Fall Break
- November 29 School Closed – Fall Break
- December 4 Open House (3 Hours)
- December 4 - 18 Keystone Testing
- December 23 School Closed – Winter Break- No 10-Month Employees
- December 24 School Closed – Winter Break- No 10-Month Employees
- December 25 School Closed/Holiday
- December 26 School Closed – Winter Break
- December 27 School Closed – Winter Break- No 10-Month Employees
- December 30 School Closed – Winter Break- No

- |               |  |
|---------------|--|
| ● December 31 | 10-Month Employees<br>School Closed – Winter Break- No<br>10-Month Employees |
| ● January 1   | School Closed/Holiday  |
| ● January 6   | JOC Meeting at 7:00 pm   |
| ●             |  |

## 6. Additional Reports

- A. Mr. Robert Rizzo shared that he and two Assistant Superintendents met with Mr. Livengood this afternoon and toured the building. Most of the students were on their way out but they were able to see products students were putting out. They are in regular contact about policies, personnel, and things about what is happening here and appreciates the relationship and the support of Mr. Livengood.
- B. Mr. Marc Davis, Esq., shared this will be his last JOC meeting as our solicitor and introduced Beth Shore as his replacement. He has appreciated working for WMCTC for the past 40 years. He encouraged us to carry on the good work. Mr. McCarrick thanked him for his service.
- C. Mr. Prego, JOC Secretary, was absent but Mr. Livengood shared that the JOC Briefs and Meeting Minutes will be given to Mr. Prego before being sent out to the JOC or placed on the agenda for approval.
- D. Other Advisory Groups
  - Personnel Advisory Group
    - They did meet to discuss the Instructional Assistant's wage changes. There is a motion on the agenda based on that meeting.
  - Policy Advisory Group
    - A meeting was held but there was not a quorum therefore, no new policies are up for 1st Reading. They will be up for review in February to allow us to review them in January.
  - Facilities Advisory Group
    - Nothing to report at this time.
- E. Student Awards - None

## 7. Policies (2nd Reading - Approval)

- 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

A motion was made by Mrs. Grimm and seconded by Mrs. Hermans to approve the second reading of Policies A-D.

A motion was made by Mrs. Bieber and seconded by Mr. Strunk to table the approval of the JOC Policies A-D.

Erica Hermes	No	Keith McCarrick	Yes	Patti Grimm	No
Karen Weingarten	No	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	No				

Motion did not carry 3-4

Since the motion was not carried, a vote to approve policies A - D were the following:

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	No
Heidi Goldsmith	Yes				

Motion carried 6-1

There was significant discussion on these Title IX policies and the legal aspects of approving the policies. Mrs. Bieber offered items for us to consider as did Mr. Strunk and Mrs. Goldsmith and Mr. Davis offered an in-depth understanding of the policies and law as it related to WMCTC.

## **8. Policies (1st Reading) - None**

## **9. Personnel**

### **A. Superintendent of Record**

1. The Administration recommends approving the appointment of Mr. Robert Rizzo, Superintendent of Spring-Ford Area School District, to the position of Superintendent of Record for a one-year term starting in January 2025 at an \$8,400 stipend.

### **B. Conferences**

1. The Administration recommends approving Mr. David Livingood, Ms. Dawn Davison, Mr. Tom Bartholomew, Mr. Sean English, and Mrs. Cindy Prindle, along with 51 students, to attend the SkillsUSA Leadership Conference on November 13-16, 2024, at the Kalahari Resort in Pocono Manor, PA, at an expense not to exceed \$16,320. SkillsUSA will fund \$16,320, and \$2,690 will be funded from the general fund.
2. The Administration recommends approving a stipend for Dawn Davison at a rate of \$500 a day (24/7) (\$1,000) as a nurse on call for the District Skills USA Leadership Conference.

### C. Youth Organizations and Advisors:

The Administration recommends approving the following Youth Organizations and Advisors. Compensation per teacher contract will range from \$1000.00 to no more than \$2,000.00 unless the advisor attends National Competition, then compensation will be no more than \$2,600.00:

Family, Career, and Community Leaders of America (FCCLA-Early Childhood)

- Stephanie German (\$2,000.00)

Health Occupations Students of America (HOSA)

- Patricia King (\$2,000.00)
- Lisa Cassidy-Lawler (\$2,000.00)
- Heather Zornek (\$2,000.00)

The National Technical Honor Society (NTHS)

- Julia Powers (\$1,000.00)

SkillsUSA

- Thomas Bartholomew (\$2,000.00)
- Sean English (\$2,000.00)
- Cindy Prindle (\$2,000.00)
- Stephanie German (\$2,000.00)

### D. FMLA

The Administration recommends approving Mr. David Livengood for a Paternity leave beginning on December 2, 2024, through January 3, 2025.

### E. Resignation

Mrs. Christel Smith's letter of resignation, effective December 20, 2024, was received on October 25, 2024.

A motion was made by Mrs. Grimm and seconded by Mrs. Goldsmith to approve Personnel items A - E as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Patti Grimm	Yes
Karen Weingarten	Yes	Jay Strunk	Yes	Sarah Bieber	Yes
Heidi Goldsmith	Yes				
Motion carried	7-0				

## 10. Finance

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

A motion was made by Mrs. Grimm and seconded by Mrs. Weingarten 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				
Motion carried	7-0				

## 11. Other Action Items

- A. The Administration recommends approving the following dates for the 2025 JOC meetings.
- B. The Administration recommends approving the LAC/OAC Membership Listing.
- C. The Administration recommends approving the Panel of Physicians.
- D. The Administration recommends rescinding the motion from the November 7, 2022, JOC meeting that put into place the following:

*An increase in Instructional Assistant pay if they are substituting, per the following:*

- *Overall \$5.00 increase to their current hourly pay rate.*
- *Applicable for full and half-day increments only.*
- *Amounts to ~\$35.00 full day / ~\$17.50 half-day.*

*At the end of the 2024/2025 school year.*

A motion was made by Mrs. Hermans and seconded by Mrs. Grimm to approve Personnel 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				
Motion carried	7-0				

## 12. Board Comment

- Mr. Jay Strunk attended the LAC, as did Ms. Karen Weingarten, and shared that he was impressed with the rich knowledge the members offered as well as insights for WMCTC to glean from. When Mr. Livengood asked what programs they thought would be some to consider in the future, Heavy Equipment was mentioned several times. He had never considered this before but it made sense to him. He also thought the day was very well organized and a valuable learning opportunity.

- Mr. Livengood shared that it takes about 3 years to go through all the steps to bring a new program to the school. He explained the process.
- Mr. McCarrick suggested that Mr. Livengood do some investigation and bring that back to the group.
- Mr. Keith McCarrick thanked Mr. Davis, Esq. for his faithful service to WMCTC for all these years and that we wish him well.

### **13. Public Comment - None**

### **14. Adjournment**

A motion was made by Mrs. Grimm and seconded by Mrs. Goldsmith 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				
Motion carried	7-0				

The meeting adjourned at 8:06 pm.  
Respectfully submitted,

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