



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes
April 7, 2025
5:00 PM 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 5.02 PM.

JOC Members

Sarah Bieber
Erica Hermans
Heidi Goldsmith
Keith McCarrick

Dr. Charles Nippert
JP Prego
Jay Strunk
Karen Weingarten

Absent: Patti Grimm

Guests: William Soleau

Non-Members

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

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. Approval of the JOC Meeting Minutes from the March 3, 2025 Meeting.

A motion was made by JP Prego and seconded by Dr. Charles Nippert to approve the JOC Meeting Minutes from March 3, 2025.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

3. Presentations - None

4. Public Comments on Agenda Items - None

5. WMCTC Reports

A. Administrative Reports

1. Mr. Dave Livengood provided the following updates:

- He met with Gilbert Architects and they will provide WMCTC with a feasibility study without charge. Mr. Livengood has given them until the end of the school year to complete this task.
- Marlborough Elementary School had the Carpentry class students build a wall to paint a mural. The students enjoyed the experience of an offsite job and the school principal was very pleased with their work.
- We are now able to receive dual credit through Penn College in Welding and Electrical.
- In May, Mr. Livengood will provide a recap of the results of our Culture and Climate Surveys from students and staff. He will also provide an update of where we are in updating the Articles of Agreement and the Capital Fund.
- We have added past versions of the Director's newsletters to the current newsletter for your convenience.
- HVAC had a new quote for an annual agreement not per visit.

2. Ms. Donna Wilson shared the following:

- News has been coming in to her about the tariffs indicating that this will cause a rise in pricing on supplies (copper, hair supplies, electrical supplies, etc.). We will need to watch our spending very closely.

3. Mr. Craig Robinson announced:

- Applications closing date was March 15th. They are working to complete the rubrics for the applications.
- They have 309 applications.
- 30 didn't go through the complete process which is significantly down from last year.
- There are 190 seats to fill unless some minor revisions are made then, they will have over 200 seats.
- Their aim is to have this complete by Spring Break and then have the acceptance letters go out at the end of April.

B.

1. Student Awards

- HOSA - Mr. Livengood reviewed the names of the students who won first through third place. (gold, silver, and bronze) awards. They were escorted by the Fire and Police back to WMCTC from Limerick. There will be a SkillsUSA report in May.

B. Important Dates

- | | |
|-------------|--------------------------------|
| 1. April 9 | Co-Op Banquet Luncheon - 12 PM |
| 2. April 17 | School Closed/Holiday |
| 3. April 18 | School Closed/Holiday |
| 4. April 21 | No 10-Month Employees |
| 5. April 30 | NOCTI Performance Day |
| 6. May 1 | Field Day |
| 7. May 5 | JOC Meeting at 7:00 PM |

6. Additional Reports

- A. Mr. Robert Rizzo - This is Mr. Rizzo's second year he is seeing more and more students recognized which is a reflection of the teachers and those working with them. He is very happy with the progress Mr. Livengood is making in the area of his two goals. He is planning on attending the Co-Op luncheon on Wednesday. He also reminded us we are six (6) weeks away from the Senior Awards & Recognition Ceremony.
- B. Ms. Beth Shore, Esq., No report
- C. Mr. Prego, JOC Secretary, No report.
- D. Other Advisory Groups
- Personnel Advisory Group - They met recently to review the contracts being updated.
 - Policy Advisory Group - They met on Wednesday, March 26 and you will see the policies that are up for the 2nd reading. There is a recommendation to rescind/retire a few policies and then a few other policies are being reviewed by Heidi Goldsmith and our legal counsel. Mr. Strunk made some recommendations for Policy 121 which will be discussed when we get to that motion in the meeting.

- Facilities Advisory Group - They met on March 18th and discussed areas needing work which are on the agenda for approval tonight.

7. Policies (2nd Reading - Approval)

- A. [Policy 100](#) - Comprehensive Planning
- B. [Policy 101](#) - Mission Statement
- C. [Policy 106](#) - Guides for Planned Instruction
- D. [Policy 107](#) - Adoption of Planned Instruction
- E. [Policy 108](#) - Adoption of Textbooks
- F. [Policy 109](#) - Resource Materials
- G. [Policy 111](#) - Lesson Plans
- H. [Policy 112](#) - Guidance Counseling
- I. [Policy 124](#) - Summer School
- J. [Policy 125](#) - Adult Education
- K. [Policy 126](#) - Class Size - Minimum Vocational Program Enrollment
- L. [Policy 140.1](#) - Extracurricular Participation by Charter - Cyber School

A motion was made by JP Prego and seconded by Karen Weingarten to approve the second reading of JOC Policies A-L.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

8. Policies (1st Reading)

- A. [Policy 102](#) - Academic Standards
- B. [Policy 105](#) - Curriculum
- C. [Policy 105.1](#) - Review of Instructional Materials by Parents
- D. [Policy 105.2](#) - Exemption From Instruction
- E. [Policy 110](#) - Instructional Supplies
- F. [Policy 115](#) - Cooperative Education
- G. [Policy 121](#) - Field Trips
- H. [Policy 127](#) - Assessment System
- I. [Policy 130](#) - Homework

There was much discussion about the Policy 121. Mr. Jay Strunk made some revisions to the policy and asked us to consider the verbiage changes. Mrs. Heidi Goldsmith and Mrs. Erica Hermans were asking for clarification on the intent of the content changes so that when it comes back to the Policy Committee for review they know what to consider. It was mentioned that the letter to students about going to Nationals was dated 2016. Mr. Livengood will look into this.

9. Rescind Policies (1st Reading)

- A. [Policy 137.1](#) - Extracurricular Participation by Home Education
- B. [Policy 146](#) - Student Service
- C. [Policy 146.1](#) - Trauma-Informed Approach

There was much discussion about the policy 146.1 and because this is a new policy, it doesn't need to be rescinded, so it will not be included in the motion for voting.

A motion was made by JP Prego and seconded by Erica Hermans to approve the rescinded policies A & B as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

10. Personnel

A. Contracts

1. The Administration recommends approving the [Teamsters Contract](#).

B. Retirement

1. A letter of resignation was received on March 22, 2025, from Charles Smith, Collision Repair Instructor, announcing his retirement effective August 4, 2025.

A motion was made by JP Prego and seconded by Erica Hermans to approve Personnel Item A as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

11. Finance

A. Approval of Cash Receipts and List of Bills.

A motion was made by JP Prego and seconded by Dr. Charles Nippert to approve Finance items A - C as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

12. Other Action Items

- ### A. The Administration recommends approving the following calendars.

- a. 2025-2026 School Calendar
- b. 2025-2026 Administrative Calendar
- B. The Administration recommends approving the WMCTC Guidance Plan.

A motion was made by JP Prego and seconded by Erica Hermans to approve Other Action items A-B as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

C. The Administration recommends approving the following Facility upgrades.

- a. [Dehumidification Precision Machine Shop](#)
- b. [Leak in Dining Room Lobby \(Revised\)](#)
- c. [Light Install Precision Machining](#)
- d. [Boiler PM](#)
- e. [HVAC PM](#)
- f. [Painting](#)

A motion was made by JP Prego and seconded by Keith McCarrick to approve Other Action Items C as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

13. Board Comment - None

14. Public Comment - Mr. Livengood thanked Mr. Smith for his service here at WMCTC, as he has been a great instructor for many years.

15. Adjournment

A motion was made by JP Prego and seconded by Erica Hermans to adjourn the meeting.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Karen Weingarten	Yes
Jay Strunk	Yes	Sarah Bieber	Yes		

Motion carried 8-0

The meeting adjourned at 6:17 pm.
Respectfully submitted,

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