



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes
June 2, 2025
7:00 PM in the Boardroom**

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 7:21 PM.

JOC Members

Sarah Bieber

Erica Hermans

Heidi Goldsmith

Patti Grimm (via Zoom)

Keith McCarrick

JP Prego

Jay Strunk

Karen Weingarten

Absent:

Guests: Dr. David Finnerty, Kelly Cahoon, and Anthony Goldsmith

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 (via Zoom)

Agenda

1. Call to Order

Attendance/Roll Call

Executive Session

- A meeting was held concerning Personnel and Security matters.

Agenda Items and/or changes

- A motion was made by Mrs. Hermans and seconded by Mrs. Weingarten to amend the Personnel, Salaries/Agreements motion to remove "the Administrative" from the motion.
- The motion to amend was passed by 8 - 0.

2. Approval of Minutes

A. Approval of the JOC Meeting Minutes from the May 5, 2025, Meeting.

A motion was made by Mrs. Weingarten and seconded by Mr. Prego to approve the JOC Meeting Minutes from May 5, 2025.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Patti Grimm	Yes	JP Prego	Yes	Sarah Bieber	Yes
Karen Weingarten	Yes	Jay Strunk	Yes		

Motion carried 8-0

3. Presentations

A. Student Survey Results

- This information was presented in the Executive Session, but Mr. Livengood shared with the full board that there wasn't any major change from the previous year's results. Based on the responses, the results reflect that students are satisfied with the education they received.

B. Staff Survey Results

- For the staff survey, Mr. Livengood is concerned with any unsatisfactory results. This is where he will investigate to make improvements. Mr. Livengood indicated that the responses were recommended to be changed by the union members. We added response options. Mrs. Hermans asked about them, indicating that most surveys only have 5 responses and that more than that can be overwhelming, and definitions blurred.
- It was suggested that we revise the survey both questions and responses.

C. Goals Final Report Out

- Mr. Livengood reviewed his final report of his yearly goals. He covered the year's accomplishments, then moved on to the goals of expansion and capital reserve.

- Mrs. Goldsmith asked if we are making sure we are making sure that we are considering special education students in our plans.
- Next year's goals are to
 - Establish the Capital Reserve
 - Explore Adult Education
 - Plan for the expansion
 - Mr. Strunk suggested that we include the monetary funding associated with expansion.
 - Mr. Hermans suggested that we don't forget the "People" part of our goals. (3Ps - Property, Programs, Personnel)

4. Public Comments on Agenda Items - None

5. Discussion Topics - None

6. WMCTC Reports

A. Administrative Reports

- Mr. Dave Livengood
 - We received the Pre-Apprenticeship for the Electrical program. This is just the first one of many. It is associated with the Universal Academy. Students in the class of 2025 will leave having an apprenticeship.
 - Mr. McGinnis and Mr. Bartholomew visited Penn College, which is offering Dual enrollment next year.
 - In this last week of school, our staff has the opportunity to go visit either OAC Members or local businesses to build up their membership.
 - Mr. Livengood was nominated and elected to represent the Eastern SkillsUSA region. He was also elected to the executive board at PACTA, representing CTE.
 - Mr. Livengood was asked to speak at the ACTE Conference in Nashville. The topic will be how AI is used in grant writing to unlock grants.
 - Mr. Livengood will be attending the August 4th meeting via Zoom. As a result of that, the board agreed that the entire meeting would be held via Zoom.
- Ms. Donna Wilson
 - Mrs. Wilson wished everyone a relaxing summer.
- Mr. Craig Robinson
 - New Student Orientation took place last Wednesday. It was neat for them to see students who visited in 6th - 7th grades now being accepted and their journey at WMCTC beginning.
 - We held our Senior Recognition and Awards Ceremony on Wednesday, May 25th. There was over \$14,000 in awards, and many kids were recognized.

B. Important Dates

1. June 9 Last Student Day
2. June 10 In-Service Day, Last Teacher Day, Trade-Off Day

7. Additional Reports

- A. Mr. Robert Rizzo - Mr. Rizzo has enjoyed his last year and a half serving as the Superintendent of Record for WMCTC. He learned a lot, and it was an honor and a great opportunity.
- B. Ms. Beth Shore, Esq., No report
- C. Mr. Prego, JOC Secretary, No report.
- D. Other Advisory Groups
 - Personnel Advisory Group - The agreements will be discussed in our next meeting on June 17, 2025.
 - Policy Advisory Group - We have Policy 121 up for the 2nd reading and the Policies related to Special Education up for a 1st reading.
 - Facilities Advisory Group - They met a couple of weeks ago, and the motions to fix the cafeteria and culinary walls, and flooring are on tonight's agenda.

8. Policies (2nd Reading - Approval)

- A. [Policy 121](#) - Field Trips

A motion was made by Mrs. Weingarten and seconded by Mr. Prego to approve the second reading of JOC Policy 121.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Patti Grimm	Yes	JP Prego	Yes	Sarah Bieber	Yes
Karen Weingarten	Yes	Jay Strunk	Yes		

Motion carried 8-0

9. Policies (1st Reading)

- A. [Policy 113](#) - Special Education
- B. [Policy 113.1](#) - Discipline of Students with Disabilities
- C. [Policy 113.2](#) - Behavior Support
- D. [Policy 113.3](#) - Confidentiality of Special Education Student Information
- E. [Policy 143](#) - Standards for Persistently Dangerous Schools
- F. [Policy 144](#) - Standards to Victims of Violent Crimes

10. Personnel

- A. Resignation
 1. A resignation letter was received on May 15, 2025, from Mr. William Soleau, Automotive Technology instructor, effective July 31, 2025.
- B. Employment

1. The Administration recommends hiring Mrs. Kelly Cahoon as the WMCTC Assistant Principal, Act 93 for 220 days at \$110,000, effective July 1, 2025.

C. Superintendent of Record

1. The Administration recommends approving the appointment of Dr. David Finnerty, Superintendent of Pottsgrove School District, to the position of Superintendent of Record to fulfill the unexpired term of Mr. Robert Rizzo starting August 2nd until January 2026 for a stipend of \$4,200.

D. Salaries/Agreements

1. The Administration recommends approving the Administrative and Support Staff salaries for the 2025-2026 school year.

E. Hiring Authority

1. The Administration recommends authority be granted to the Superintendent of Record of Western Montgomery CTC and the Administrative Director to appoint qualified personnel to vacant teacher, support, and other positions as needed on June 2, 2025, until the next regularly scheduled JOC meeting on August 4, 2026.

Mr. Livengood had Mrs. Cahoon introduce herself..

A motion was made by Mr. Prego and seconded by Mrs. Weingarten to approve Personnel Items A-E as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Patti Grimm	Yes	JP Prego	Yes	Sarah Bieber	Yes
Karen Weingarten	Yes	Jay Strunk	Yes		

Motion carried 8-0

11. Finance

A. Approval of Cash Receipts and List of Bills

B. Budget Transfers

1. The Administration recommends approving the necessary 2024-2025 budget transfers to become part of the June 2, 2025 meeting minutes as determined by the Business Manager upon completion of the audit; payment of properly contracted services through June 30, 2025; and acceptance of non-resident tuition for secondary students for the 2025-2026 school year upon receipt of the required documentation from the non-participating school district.

C. Bills

1. The Administration recommends approving paying WMCTC bills to the extent that the payments reflect a budgeted expense. This will include purchases

related to any current grant following all quote and bid guidelines required by the grant. Any action taken by the Administrative Director/Superintendent of Record in accordance with this authorization shall be deemed to be the action of this JOC. Such action shall be confirmed by the JOC at the August 4, 2025, JOC meeting.

A motion was made by Mr. Prego and seconded by Mrs. Weingarten to approve Finance item A as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Patti Grimm	Yes	JP Prego	Yes	Sarah Bieber	Yes
Karen Weingarten	Yes	Jay Strunk	Yes		

Motion carried 8-0

12. Other Action Items

- A. The Administration recommends approving the Charlestown Landscaping contract for \$26,200 from July 1, 2025, to June 30, 2026.
- B. The Administration recommends approving the Local Advisory Committee Membership List for 2025-2026.
- C. The Administration recommends approving the Perkins Memberships List for 2025-2026.
- D. The Administration recommends approving the quote from EFS for new cafeteria tables at a cost of \$18,229.14.
- E. The Administration recommends approving the 2025-2026 C-CAP Philadelphia agreement with WMCTC.
- F. The Administration recommends approving the following flooring quote from Franklin Flooring for the Cafeteria Culinary Side, Culinary Hallway, and Cafeteria Flooring.
- G. The Administration recommends approving the following painting quote from Franklin Flooring for the Cafeteria Culinary Side and Culinary Hallway. This is to paint both the hallway and kitchen as well as replace the Acrovyn on the walls. *This price will be lower than quoted.

A motion was made by Mr. Prego and seconded by Mrs. Weingarten to approve Other Action items A-G as presented.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Patti Grimm	Yes	JP Prego	Yes	Sarah Bieber	Yes

Karen Weingarten Yes Jay Strunk Yes

Motion carried 8-0

13. Board Comment - Mrs. Grimm thanked everyone for their dedication and using their gifts here at WMCTC. She wished Mr. Rizzo the best as he moves forward and looks forward to working with Dr. Finnerty.

14. Public Comment - None

15. Adjournment

A motion was made by Mr. Prego and seconded by Mrs. Weingarten to adjourn the meeting.

Erica Hermes	Yes	Keith McCarrick	Yes	Heidi Goldsmith	Yes
Patti Grimm	Yes	JP Prego	Yes	Sarah Bieber	Yes
Karen Weingarten	Yes	Jay Strunk	Yes		

Motion carried 8-0

The meeting adjourned at 8:25 pm.
Respectfully submitted,

Mr. JP Prego, Secretary

Ms. Wendy Sigourney, Recording Secretary