



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes  
October 6, 2025  
7:00 PM in the Boardroom**

A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held in the WMCTC boardroom. Mr. Keith McCarrick, the Chairperson, called the meeting to order at 7:05 PM.

**JOC Members**

Sarah Bieber

Erica Hermans

Heidi Goldsmith

Patti Grimm (via Zoom)

**Absent:** JP Prego

Karen Weingarten

Keith McCarrick

Jay Strunk

Bill Thompson

**Guests:** Allison Stanziani

**Non-Members**

Dr. David Finnerty, Superintendent, Pottsgrove SD & WMCTC Superintendent of Record

David Livengood, Executive Director

Craig Robinson, Principal

Donna Wilson, Business Manager

Wendy Sigourney, Administrative Assistant

**Solicitor**

Michele Mintz, Esq., Fox, Rothschild, LLP

## **Agenda**

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

Pledge of Allegiance

Attendance/Roll Call

An Executive Committee meeting was held before the JOC Meeting regarding Personnel Matters.

Agenda Items and/or changes

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

A. Approval of the JOC Meeting Minutes from the September 8, 2025, meeting.

A motion was made by Mrs. Karen Weingarten and seconded by Mrs. Heidi Goldsmith to approve the JOC Meeting Minutes from September 8, 2025.

Erica Hermans	Yes	Keith McCarrick	Yes	Karen Weingarten	Yes
Patti Grimm	Yes	Heidi Goldsmith	Yes	Jay Strunk	Yes
Sarah Bieber	Yes	Bill Thompson	Yes		

Motion carried 8-0

### **3. Presentations**

A. Architect Proposals

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

### **5. Discussion Topics**

A. Renovation/Expansion of WMCTC

### **6. WMCTC Reports**

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

- Mr. Dave Livengood
- Mrs. Donna Wilson
- Mr. Craig Robinson

### **7. Additional Reports**

- Dr. David Finnerty - He shared that Harrisburg is having difficulty processing FBI Clearances, which may make it difficult for us to hire employees.
- Ms. Michele Mintz, Esq. - No report
- Mr. JP Prego, JOC Secretary, - No report
- Other Advisory Groups
  - Personnel Advisory Group -.An Executive JOC meeting was held before the JOC meeting regarding personnel matters.

- Policy Advisory Group - The committee met last week to review the PNNs from this quarter. We didn't find too much to update on those policies. We reviewed Policy 903 based on the JOC's request, comparing it to the other school districts. We have added the admissions rubric to the Admission Policy 201.
- Facilities Advisory Group - No report
- Important Dates
  - September 9-19                      Pre-NOCTI Testing
  - October 6                                JOC Meeting at 7:00 pm

**8. Old Business - Policies (2<sup>nd</sup> Reading - Approval) - None**

**9. New Business - Policies (1<sup>st</sup> Reading)**

- A. [Policy 903](#) - Public Participation in JOC Meetings
- B. [Policy 201](#) - Admission of Students ([Attachment](#))
- C. [Policy 202](#) - Eligibility of Nonresident Students
- D. [Policy 203](#) - Communicable Diseases - New
- E. [Policy 203.1](#) - HIV Infection
- F. [Policy 205](#) - Postgraduate - Nontraditional Students

**10. Personnel**

A. Conferences

- The Administration recommends approving a maximum of three (3) staff members and an administrator to attend the Integrated Learning Conference at The Penn Stater Hotel and Conference Center in State College from November 5-7, 2025, at a cost not to exceed \$3,500.
- The Administration recommends approving Ms. Wendy Sigourney to attend the PSBA School Board Secretaries Conference on October 30 & 31, 2025, in Mechanicsburg, PA, at a cost not to exceed \$400.

B. FMLA

- The Administration recommends the approval of Intermittent Family Medical Leave for Dawn Davision beginning August 8, 2025, and ending February 27, 2026.

C. Supplemental Contracts

1. The Administration recommends the employment of Tyler Ondik as the Maintenance Co-Op student for the 2025-2026 school year at a rate of \$12.00 per hour.

A motion was made by Mrs. Patti Grimm and seconded by Mr. Keith McCarrick to approve Personnel Items A-C as presented.

Erica Hermans	Yes	Keith McCarrick	Yes	Karen Weingarten	Yes
Patti Grimm	Yes	Heidi Goldsmith	Yes	Jay Strunk	Yes
Sarah Bieber	Yes	Bill Thompson	Yes		

Motion carried 8-0

**11. Finance**

A. Approval of Cash Receipts and List of Bills

A motion was made by Mrs. Patti Grimm and seconded by Mr. Bill Thompson to approve Finance item A as presented.

Erica Hermans	Yes	Keith McCarrick	Yes	Karen Weingarten	Yes
Patti Grimm	Yes	Heidi Goldsmith	Yes	Jay Strunk	Yes
Sarah Bieber	Yes	Bill Thompson	Yes		

Motion carried 8-0

**12. Other Matters - None**

**13. Board Comment - None**

**14. Public Comment - None**

**15. Adjournment**

A motion was made by Mrs. Karen Weingarten and seconded by Mr. Keith McCarrick to adjourn the meeting.

Erica Hermans	Yes	Keith McCarrick	Yes	Karen Weingarten	Yes
Patti Grimm	Yes	Heidi Goldsmith	Yes	Jay Strunk	Yes
Sarah Bieber	Yes	Bill Thompson	Yes		

Motion carried 8-0

The meeting adjourned at 8:13 pm.

Respectfully submitted,

Mr. JP Prego, Secretary

Ms. Wendy Sigourney, Recording Secretary