Joint Operating Committee Meeting
January 6, 2020
7:00 P.M.
Board Room

Joint Committee Meeting - January 6, 2020

A Meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held at 77 Graterford Road, Limerick, PA on January 6, 2020. Mr. Cunningham, Chairperson, called the meeting to order at 7:15 P.M. following the Reorganization Meeting.

JOC Members:

Ashley Custer   Thomas DiBello   Steven Cunningham
Patricia Grimm   Christina F. Melton   Kerry Drake
Robert Lindgren  Colleen Zasowski   Keith McCarrick

Non-Members present:

Dr. William R. Shirk, Superintendent, Pottsgrove S.D. & WMCTC Superintendent of Record
Christopher Moritzen, Administrative Director
Donna Wilson, Business Manager
Rachel Hetzel, IT Director
Don Bray, Automotive Technology Instructor
Marc Davis, Esq., Solicitor

A motion was made by Mr. McCarrick and seconded by Ms. Custer to approve the JOC Meeting Minutes of November 4, 2019.

Ashley Custer   Yes    Thomas DiBello   Yes    Steven Cunningham   Yes
Patricia Grimm   Yes    Christina F. Melton   Yes    Kerry Drake   Yes
Robert Lindgren  Yes    Colleen Zasowski   Yes    Keith McCarrick   Yes

Motion carried 9-0

II. Administrative Director Discussion/Information Items
Mr. Moritzen reported:

A. **Open House:**
   This was the most highly attended Open House. As of now, we have about 195 online applications and our numbers continue to flourish.

D. **ACTE National Convention:**
   Mr. Moritzen and Mr. Bray presented at the ACTE National Convention in Anaheim, CA. They presented on the WMCTC’s marketing, recruitment and branding of CTE’s. The conference held 500 guests total and 200 guests attended their presentation. They had 30 follow-up emails from schools that are interested in our school’s branding, marketing and recruitment strategies.

C. **2020/2021 Budget (Presentation in March TBD):**
   No report

D. **Summer Camps:**
   We are finalizing the teacher’s dates and programs being held. Summer Camp will be held the second and third weeks in July.

III. **Public Comments on Agenda Items - None**

IV. **Presentations**

   Don Bray & students who attended SEMA reported their personal experiences and takeaways from the SEMA Conference.

V. **Committee Reports**

   Superintendent of Record’s Report - Dr. Shirk welcomed Mr. Moritzen and WMCTC Staff back from the Water Main Break and Boil Water Advisory. He stated that we did a great job assessing the situation, getting kids back safely to their sending schools and for making necessary adjustments the day after we got back to school. He noted it is important to recognize our own in these situations.

   Business Manager’s Report - Ms. Donna Wilson - None

   Principal’s Report - Mr. Dan Chominski - None

   Board Secretary’s Report - Mr. Keith McCarrick - None

   Solicitor’s Report - Mr. Marc Davis, Esq. - None

VI. **Action Agenda**

   A motion was made by Ms. Grimm and seconded by Mr. McCarrick to: approve the substitute rate increases as presented.

   Approving an increase to the daily substitute rate as follows:
Day 1-15 $110  
Day 16-30 $115  
Day +30 $120

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Motion carried 9-0

Mrs. Melton asked what the rates were moving from. Mr. Moritzen responded the rates were moving from $95 because we are at the lowest end of rates, we’re struggling to get substitutes and we want to have competitive rates.

A motion was made by Mr. McCarrick and seconded by Dr. Drake to: approve all of B. Conferences/Student Competitions as presented.

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Motion carried 9-0

B1. Approving Christopher Moritzen, Director, to attend and present at the 29th Annual PACTA Symposium: Pathways to Career Readiness Conference at the Hershey Lodge Convention Center on February 13 & 14, 2020 for an approximate cost of $100.

B2. Approving Stephanie German, Early Childhood Education Instructor, and 5 students to attend the Family Career and Community Leaders of America (FCCCLA) State Leadership Conference at the Seven Springs Mountain Resort, Seven Springs, PA on March 30 - April 1, 2020 for an approximate cost of $2,209.00, which will be paid through fundraising with no cost to WMCTC. One Advisor will be attending for the approximate cost of $450.00.

B3. Approving up to 4 Administrators/Staff and up to 10 students to attend SEMA in 2021. To be paid for through fundraising.

A motion was made by Mr. McCarrick and seconded by Mr. Cunningham to: approve C. Finance in Appendix B as presented.

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Motion carried 9-0

A motion was made by Mr. McCarrick and seconded by Mr. Cunningham to: approve D. Equipment Purchase in Appendix C as presented.
Mr. McCarrick asked for an explanation of equipment presented. Mr. Moritzen explained what each is for and asked Ms. Hetzel to further explain the Health Science simulator in greater detail. Ms. Hetzel explained what the simulator does and that it is needed because the current equipment is ten years old. It is noted that the Specialty Rigging is presented but not noted as a bullet point on agenda.

VII. New Business - None

VIII. Public Comments on Non-Agenda Items - None

IX. Adjournment

A motion was made by Mr. Cunningham and seconded by Ms. Grimm to adjourn the meeting.

The meeting was adjourned at 7:55 P.M.

Respectfully submitted,

Mr. Keith McCarrick, Secretary
Melissa Kane, Recording Secretary