Joint Committee Meeting – January 8, 2018

A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held via a call-in meeting using GoToMeeting.com on January 8, 2018. Ms. Patricia Grimm, Chairperson, called the meeting to order at 7:00 P.M.

**JOC Members:**

- Ashley Custer
- Patricia Grimm
- Robert Lindgren  Absent
- Colleen Zasowski
- Edward Dressler
- Dawn R. Heine
- James C. Glackin
- John Farris
- Raeann Hofkin

**Non-Members present:**

- Dr. David Goodin, Superintendent, Spring-Ford Area S.D. & WMCTC Superintendent of Record
- Christopher Moritzen, Administrative Director
- Robert Weneck, Principal
- Donna Wilson, Business Manager
- Rachel Hetzel, IT Director
- Steve Antrim, Carpentry Instructor and AFT President
- Marc Davis, Solicitor

Ms. Grimm thanked Mr. Moritzen and Ms. Hetzel for organizing the phone-in conference.

**A motion was made by Dr. Farris and seconded by Ms. Heine to:**

approve the JOC Minutes of November 6, 2017.

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Motion carried 7-0

**II. Administrative Director’s Report**

**A. Student Competitions:**

Mr. Moritzen said during the month of March we will have our SkillsUSA, FCCLA and HOSA competitions and he thanked the JOC for their continued support of the students who are competing and a great opportunity to showcase their skills in their trade areas. We are hopeful that they do well and make it to states and hopefully on to nationals. He will keep everyone informed how the students do.
B. Recruitment:

We currently have 157 student applications; last year at this time we had about 120. He and Mrs. Landis have been out doing the recruiting trail and visiting 8th and 9th graders in most of the buildings and we still have visits and tours going on. We are very happy with the numbers we are seeing. The deadline for on-line applications is March 15.

C. 2018/2019 Budget:

We will be meeting with the Business Managers for the annual breakfast on January 17. He and Mrs. Wilson are very pleased with the budget created for 2018-19, and will be presenting to the JOC in February.

D. The Tiny House

We are looking to showcase the Tiny House at the PA State RV Show in Harrisburg next Fall. He will find out in February if there are any vacancies left to get in. This is a good opportunity to showcase student skills and bring the students out to showcase the Tiny House itself and get more publicity for the Western Center. Carpentry students are getting ready to search their next set of plans for the next Tiny House to start in the 2018-2019 school year.

Dr. Farris asked when the Tiny House would be auctioned off.
Mr. Moritzen said he wanted to wait and see where we go with the RV Show since it is one of the largest events in the state of PA. It would be great exposure for our students and the Tiny House.
Once he hears back from them, he will make a recommendation to the board at that time to either move forward with the auction in the Spring or hold off until the Fall or even a silent auction at the RV Show.

Dr. Dressler asked if a new Tiny House will start in the Fall.
Mr. Moritzen said that’s the goal.

Since there were no more questions, that concluded the Director’s Report.

Mr. Moritzen welcomed our two new board members, James Glackin from Upper Perk School District, whom he met at the WMCTC Open House a few weeks ago and asked if he wanted to say a few words. Mr. Glackin thanked Mr. Moritzen for his welcome and that he was a teacher in the Philadelphia District and has a bunch of years teaching at the technical school in Philadelphia, which is a passion of his and he is very excited to be on our board. Mr. Moritzen said our other new board member from Spring-Ford, Colleen Zasowski, whose husband actually helped us with the Tiny House by painting the interior before we took it to Penn State. He asked her to say a few words. Ms. Zasowski thanked him for the welcome and that she was looking forward to being part of the board and had her eye on this for a little while. She’s been a member of the Spring-Ford board for two years. She heard a lot about the Tiny House being pretty awesome and looks forward to joining the rest of the board and all the good things being done at the Western Center.
Mr. Moritzen had scheduled a tour for new members, but had to rescheduled due to the weather and he is looking forwarding to showing off everything our programs have to offer.

III. Public Comments on Agenda Items – None

IV. Presentations - None

V. Committee Reports

Superintendent of Record’s Report – Dr. Goodin wanted to commend the Culinary Arts Program and Chef Arnt. They had their District Office Holiday Lunch at the Western Center prior to the holiday break and it was absolutely phenomenal. She has taken that program to a new level, with not only the service but the quality of
food was phenomenal and wanted to take a moment to acknowledge the Culinary Arts Program and Chef Art and thank her for doing such a great job on the luncheon. Mr. Moritzen thanked Dr. Goodin and said he would relay that to Chef Arnt when he sees her tomorrow.

Ms. Grimm added that she went to one of the Teas and they had two seating’s and it was fantastic. She wants to come to the next one. Mr. Moritzen said the next one had to be moved to February 7 because of all the schedule changes.

Business Manager’s Report – Mrs. Donna Wilson – No Report

Principal’s Report – Mr. Rob Weneck – No Report

Board Secretary’s Report – Ms. Raeann Hofkin – No Report

Solicitors Report – Mr. Marc Davis, Esq. – No Report, but suggested that when we get to the Action Agenda, if we try to lump as many items as we can for the sake of the minutes. He suggested if we can do it in one motion for the benefit of the Recording Secretary. Ms. Heine said she recommends following Mr. Davis’ recommendation.

Dr. Dressler had a question under C. Finance, 2a. of the Action Agenda and asked what is a Heated Pump Sprayer Unit for Collision Repair. Mr. Moritzen asked if he ever saw bed liner system and it is used to utilize for multiple uses. The unique thing about that is we’re probably the first approved in the state of PA to get one. We did that through the relationship we created at SEMA when the JOC approved attending the conference. They are going to provide all the training, and they got us a great price on it – almost $15,000 less than some of the competitors, which includes 2-day training. We will be able to utilize it as a revenue source as well. No other vendor has sold to any school so we are on the forefront for that for our students and gives them a new opportunity that other CTC students don’t have.

Dr. Dresser asked about the Triple Pedicure Unit for Cosmetology listed under C. Finance, 2b. Mr. Moritzen explained that we currently have single seats in our Pedicure area, and we are expanding to add a third because it is a high need area in our Salon. It will replace the two singles we currently have now. It would be a replacement for the two singles with a triple unit.

Mr. Davis suggested that someone make a motion on the Action Agenda and that the Recording Secretary get a voice acknowledgement for everyone voting on the motion.

VI. Action Agenda

A motion was made by Ms. Heine and seconded by Dr. Farris to: approve the entire Action Agenda as a whole.

| Ashley Custer | Yes | Colleen Zasowski | Yes | James C. Glackin | Yes |
| Patricia Grimm | Yes | Edward Dressler | Yes | John Farris | Yes |
| Robert Lindgren | Absent | Dawn R. Heine | Yes | Raeann Hofkin | Yes |

Motion carried 8-0

Mr. Moritzen thanked the JOC for their continued support.

Ms. Hofkin informed the attendees that this would be her last meeting and that Steven Cunningham would be filling in for the rest of her term. She said she was going to be busy with the Facilities Committee in the future.
Mr. Moritzen said we greatly appreciate her service to the Western Center and that it was a pleasure to work with her over the timeframe she was with us. He wished her well and that perhaps at some point come back. He thanked her for her time and that we look forward to meeting Mr. Cunningham in February. He said that she could pass on his contact info to Mr. Cunningham and he would love to have him come out to the Western Center and show him around.
Ms. Grimm thanked her for her time and dedication to the JOC.

A. Personnel:

1. Substitute List:

   Approving Deborah Foraker and Steven Johnston to be added to our 2017-2018 Substitute List.

B. Conferences/Field Trip/Student Competitions:

1. The Administration recommends approving Christopher Moritzen, Director, to attend and present at the 28th Annual PACTA Symposium: Pathways to Career Readiness Conference at the Hershey Lodge Convention Center on February 15-16, 2018 for a cost not to exceed $350.

2. The Administration recommends approving Stephanie German, Early Childhood Education Instructor, and 5 students to attend the Family Career and Community Leaders of America (FCCLA) State Leadership Conference at Kalahari Resort, Pocono Manor on March 14-16, 2018 for an approximate cost of $1,500.00, which will be paid through fundraising with no cost to WMCTC. One Advisor will be attending for the approximate cost of $500.00.

3. The Administration recommends approving Patricia King, Health Sciences Technology Instructor, Lisa Lawler, Health Careers Academy Instructor, and Heather Zornek, Dental Instructor and 39 students to attend the Health Occupations Students of America (HOSA) Leadership Conference in Lancaster, PA on March 7-9, 2018 for an approximate cost of $9,442.00 to be paid by fundraisers with no cost to WMCTC.

C. Finance: (Appendix B)

Cash Receipts and List of Bills:

1. Approving the Cash Receipts and List of Bills as shown in Appendix B.

2. Supplemental Equipment Grant Purchases:

   a. The Administration recommends approving the quote from Scorpion Protective Coatings to purchase a Heated Pump Sprayer Unit for Collision Repair through the PDE Supplemental Equipment Grant (no cost to districts) as shown in Appendix B.

   b. The Administration recommends approving the quote from Art of Business to purchase a Triple Pedicure Unit for Cosmetology through the PDE Supplemental Equipment Grant (no cost to districts) as shown in Appendix B.

VIII. Public Comments on Non-Agenda Items - None
IX. Adjournment

A motion was made by Ms. Heine and seconded by Dr. Farris to adjourn the meeting.

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Motion carried 8-0

Mr. Moritzen thanked everyone and was appreciative for getting on the phone tonight.

The meeting was adjourned at 7:20 P.M.

Respectfully submitted,

[Signature]

Raeann Hofkin, Secretary
Kathleen M. Mullen-Lewis, Recording Secretary

1/8/18 Meeting Minutes