



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting
August 9, 2021
7:00 P.M.
Board Room**

Joint Committee Meeting - August 9, 2021

A Meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held in person at WMCTC. Mr. DiBello, Vice-Chairperson, called the meeting to order at 7:00 P.M.

JOC Members

Ashley Custer	Thomas DiBello	Stephen Cunningham (Virtual)
Patricia Grimm	Wendy Earle	Dana Hipszer
Robert Lindgren (Absent)	Colleen Zasowski (Absent)	Keith McCarrick

Non-Members

Dr. David C. Finnerty, Superintendent, Pottsgrove S.D.
Robert Rizzo, Superintendent, Spring-Ford Area S.D.
Dr. Allyn Roche, Superintendent, Upper Perkiomen S.D. & WMCTC Superintendent of Record
Christopher Moritzen, Administrative Director
Daniel Chominski, Principal
Donna Wilson, Business Manager
Marc Davis, Esq., Fox, Rothschild, LLP

A motion was made by Ms. Grimm and seconded by Mr. McCarrick to approve the JOC Meeting Minutes Meeting Minutes of June 7, 2021 (Appendix A).

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

II. Administrative Director Discussion/Information Items

Dr. Roche reads the Administrative Director items on Mr. Moritzen's behalf. Summer has been busy prepping for the new school year and Mr. Moritzen thanks the staff for all of their hard work.

The Salon has been very active this summer which has provided the students with more hours and experience. He thanks Mrs. Reichert and Ms. King for their willingness to work over the summer to make this happen.

Dr. Roche continues advising that WMCTC has received a number of grants and donations. The Lukens Foundation has awarded the school with a five thousand dollar grant which will be allocated to assisting students in their purchase of equipment, uniforms and certifications. Victory Bank awards a scholarship of twelve thousand two-hundred and fifty dollars which will be used for tools, uniforms, testing fees, and various miscellaneous needs for students. Titanium Finishings donated a forklift which will be utilized in the trades programs. He thanks Mr. Cunningham for the help with this donation. The NABC Recycled Rides is donating a vehicle the students will work on to recycle back to the community. The school will be provided with parts and materials to refurbish the vehicle and get it back on the road. He thanks Collision Instructor, Mr. Smith for finding this opportunity for the students.

The Health and Safety Plan was reviewed with the three districts last week and is up for approval at this meeting. The plan is subject to change based on updated regulations and recommendations of the county.

On Mr. Moritzen's behalf, Dr. Roche thanks Mr. Chominski for all his hard work and efforts the past years serving as the school's Principal. He wishes him the best in his new position and reminds that he is always welcome at WMCTC.

Projected enrollment for the new year is approximately six-hundred and twenty-five. Pottsgrove makes up for one-hundred and fifty-seven, Spring-Ford two-hundred and thirty-three. Upper Perkiomen is at two-hundred and thirty-seven.

Kick-off for the school year starts August 23rd and staff is starting out with training sessions for the upgraded Skyward program.

The school is excited to continue their collaboration with the Technical Assistant Program. TAP will continue to assist the school and pay for areas of professional development and NOCTI pretesting.

III. Public Comments on Agenda Items

IV. Presentations

V. Committee Reports

Superintendent of Record's Report - Dr. Allyn Roche

Dr. Roche informs that discussions and updates have been in the works over the summer which will be presented to the JOC later this month.

Business Manager's Report - Ms. Donna Wilson

None

Principal's Report - Mr. Dan Chominski

Mr. Chominski thanks the JOC for their support over the past three years he has been principal.

Ms. Grimm thanks Mr. Chominski for all his help and wishes him the best.

Board Secretary's Report - Mr. Keith McCarrick

None

Solicitor's Report - Mr. Marc Davis

None

VI. Action Agenda

A motion was made by Mr. McCarrick and seconded by Mr. Cunningham to approve the WMCTC Health and Safety Plan as required by the Pennsylvania Department of Education as shown in Appendix B.

Mr. DiBello asks a question regarding mask policy.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

A. Health and Safety Plan: (Appendix B)

Approve the WMCTC Health and Safety Plan as required by the Pennsylvania Department of Education as shown in Appendix B.

A motion was made by Ms. Grimm and seconded by Ms. Earle to approve the resignation of Daniel Chominski, Principal, effective September 20, 2021 or until the position has been filled.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

B. Personnel:

1. Resignations:

- a. Approve the resignation of Daniel Chominski, Principal, effective September 20, 2021 or until the position has been filled.

A motion was made by Mr. Cunningham and seconded by Mr. McCarrick to approve Appointments as presented.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

2. Appointments:

- a. Approve the appointment of Julia Powers as School Counselor, effective August 23, 2021. Compensation is set at Lane 3, Step 1: \$47,415.00.
- b. Approve the appointment of Angela Johnson as Health/Physical Education Instructor, effective August 23, 2021. Compensation is set at Lane 3 Step 1: \$47,415.00.
- c. Approve the appointment of Leahann Edleman as Instructional Assistant, effective August 23, 2021. Compensation is set at \$14.50/hr with benefits.
- d. Approve the appointment of Stephanie Vanning as Instructional Assistant, effective August 23, 2021. Compensation is set at \$14.50/hr with benefits.
- e. Approve the appointment of Christine Weller as Part-Time Early Childhood Education Instructional Assistant, effective August 23, 2021. Compensation is set at \$14.50/hr.

A motion was made by Ms. Grimm and seconded by Mr. McCarrick to approve Hiring Authority as presented.

Ms. Custer asks if this movement applies to the principal position.

Dr. Roche notes that the hiring authority up for approval tonight is focused on the teaching and support staff.

Mr. DiBello inquires if a motion can be made to amend the Hiring Authority motion.

A motion was made by Mr. DiBello and seconded by Mr. McCarrick to amend and approve the Hiring Authority as follows:

Administration approves authority be granted to the Superintendent of Record of Western Montgomery CTC to appoint qualified personnel to vacant teacher/support positions during the period of August 10, 2021, until the next regularly scheduled board meeting September 13, 2021.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

3. Hiring Authority:

Administration approves authority be granted to the Superintendent of Record/Administrative Director of Western Montgomery CTC to appoint qualified personnel to vacant positions during the period of August 10, 2021, until the next regularly scheduled board meeting September 13, 2021.

A motion was made by Ms. Grimm and seconded by Ms. Custer to approve Mentoring as presented.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

4. Mentoring:

- a. Approve a \$500.00 Mentor Stipend for Donald Bray, Automotive Technology Instructor, mentor to Angela Johnson, new Health/Physical Education Instructor.
- b. Approve a \$500.00 Mentor Stipend for Candice Landis, School Counselor, mentor to Julia Powers, new School Counselor.

A motion was made by Mr. McCarrick and seconded by Ms. Earle to approve Tenure as presented.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

5. Tenure:

Russell Keller, Diesel Technology Instructor, has completed three (3) years of satisfactory service as a temporary employee and is, therefore, entitled to tenure status. The Public School Code requires that a record of this accomplishment be incorporated in the Minutes of this Joint Committee. Administration approves that the Joint Committee officers authorize the execution and presentation of a Professional Employee Contract to Russell Keller.

A motion was made by Mr. McCarrick and seconded by Ms. Grimm to approve Substitute List, Cosmetology Extended School Day, and Supplemental Contracts as presented.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

6. **Substitute List:**

Approve the following substitutes for the 2021-2022 school year:

Judy Cooper	Susan Davis	Tom Henry
Gerry VanKeuren	Wendy Palma	Joanna MacDonald

7. **Cosmetology Extended School Day:**

Approve the Cosmetology Extended School Day Program on Thursdays from 2:00 to 7:00 P.M., September 16, 2021 to May 26, 2022.

8. **Supplemental Contracts:**

Approve Supplemental Contracts:

- a. Angela Reichert and Jenni King, Cosmetology Instructors, for the Cosmetology Extended School Day Program, not to exceed 120 hours for the 2021-2022 school year at a rate of \$44.00/hr. Cost will be covered by the \$50.00 student fee and revenue from the Salon.
- b. David Batory, Commercial Art Instructor, for Commercial Art activities as needed, with Administration approval, not to exceed 50 hours for the 2021-2022 school year at a rate of \$44.00/hr.

A motion was made by Mr. McCarrick and seconded by Ms. Grimm to approve Youth Organization and Advisors, After Hours Security, and CPR Recertification as presented.

Mr. McCarrick asks a question regarding the SkillsUSA advisor renewal.

Mr. McCarrick asks if there will be single or multiple people actively working after hours.

Mr. McCarrick inquires about responsibility for the CPR Certifications.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

9. Youth Organizations and Advisors:

Approve Barb Mueller, to replace Carisa Long, as Skills USA Advisor until the annual Youth Organizations and Advisors renewal in November. Compensation is set at \$1,800.00.

10. After Hours Security:

Approve Barbara Mueller, Don Bray, Russ Keller, Cindy Prindle and/or Charles Smith, to work for the purpose of security no more than four hours on those Thursdays when Cosmetology has the extended school day. Compensation is set at \$20.00/hr.

11. CPR Recertification:

Approve Echelon Protection and Surveillance to recertify approximately thirty employees in CPR. The dates & cost are TBD.

A motion was made by Mr. McCarrick and seconded by Ms. Grimm to approve Finance as presented.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

C. Finance: (Appendix C)

Cash Receipts and List of Bills:

Approve the Cash Receipts and List of Bills as shown in Appendix C.

A motion was made by Ms. Grimm and seconded by Ms. Earle to approve D - F as presented.

Mr. McCarrick asks a question regarding the technology.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

D. Student Handbook: (Appendix D)

Approve the Student Handbook for the 2021-2022 school year as shown in Appendix D.

E. Policy: (Appendix E)

Approve the continuation of the suspension of Policy #223, prohibiting student driving. All students are able to drive, with an associated fee of \$25.00. The Administration shall be authorized to issue permits as needed following established procedures utilized for Cooperative Education and Biomedical Sciences.

F. Technology: (Appendix F)

1. Approve the list of technical equipment that will be certifiably removed and recycled as shown in Appendix F.

2. Approve the replacement of the following equipment as per the approved Erate contract with GO2Tech:

- **16 Cisco/Meraki switches**
- **47 Cisco/Meraki Wireless Access Points**
- **2 Cisco/Meraki MX100 Firewalls**

VII. New Business

VIII. Public Comments on Non-Agenda Items

IX. Adjournment

A motion was made by Mr. McCarrick to adjourn the meeting.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Absent	Colleen Zasowski	Absent	Keith McCarrick	Yes

Motion carried 6-0

The meeting was adjourned at 7:24 P.M.

Respectfully submitted,


Mr. Keith McCarrick, Secretary
Ms. Megan Alaniz, Recording Secretary