



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting  
March 1, 2021  
7:00 P.M.  
Board Room via Zoom**

**Board Members:**

**Pottsgrove School District**

Ashley Custer  
Patricia Grimm  
Robert Lindgren

**Spring-Ford School District**

Thomas DiBello  
Wendy Earle  
Colleen Zasowski

**Upper Perkiomen School District**

Steve Cunningham  
Dana Hipszer  
Keith McCarrick

**Non-Members**

Dr. William R. Shirk, Superintendent, Pottsgrove S.D.  
Mr. Robert Rizzo, Assistant 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

**Solicitor**

Marc Davis, Esq.  
Fox, Rothschild, LLP

## **AGENDA**

### **I. Call to Order**

- A. Pledge of Allegiance
- B. Approval of JOC Minutes of February 1, 2021 Meeting **(Appendix A)**

### **II. Administrative Director Discussion/Information Items**

- A. General Update

### **III. Public Comments on Agenda Items**

### **IV. Presentations**

- A. 2021 - 2022 Budget Presentation (Mr. Moritzen & Ms. Wilson) **(Appendix B)**

### **V. Committee Reports**

- A. Superintendent of Record's Report - Dr. Allyn Roche
- B. Business Manager's Report - Ms. Donna Wilson
- C. Principal's Report - Mr. Dan Chominski
- D. Board Secretary's Report - Mr. Keith McCarrick
- E. Solicitor's Report - Mr. Marc Davis, Esq.

### **VI. Action Agenda**

- A. Personnel:

#### 1. Resignations:

The Administration recommends approving the resignation of Elizabeth Way, Instructional Assistant, effective February 11, 2021.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to:  
approve Resignations as presented.

#### 2. Appointments:

- A. The Administration recommends approving the appointment of Zackary Woodruff as Computer Information Sciences Instructor, effective March 2, 2021 or as soon as available. Compensation is set at \$52,021.00.
- B. The Administration recommends approving the appointment of Patrick Boyle as Instructional Assistant, effective March 8, 2021. Compensation is set at \$14.50/hr.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to:  
approve Appointments as presented.

#### 3. Hiring Authority:

The Administration recommends approving 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 March 2, 2021 until the next regularly scheduled board meeting in April 2021.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to:  
approve authority be granted to the Superintendent of Record/Administrative Director of Western  
Montgomery CTC to appoint qualified personnel to vacant positions as presented.

B. Finance:

1. Cash Receipts and List of Bills: (Appendix C)

The Administration recommends approving the Cash Receipts and List of Bills as  
shown in Appendix C.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to:  
approve Cash Receipts and List of Bills as shown in Appendix C.

2. Annual Financial Audit Fees for 2020-2021: (Appendix D)

The Administration recommends approving Hutchinson, Gillihan & Freeh, P.C.,  
Certified Public Accountants, to perform the local audit and prepare the Annual  
Financial Report of Western Montgomery Career and Technology Center for the fiscal  
year ending June 30, 2021 at the rates presented as shown in Appendix D.

	<b><u>2020-2021</u></b>
Audit Fee	\$ 10,400.00
AFR (if desired)	\$ 1,250.00
Hourly Rate for additional services	\$ 95.00

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to:  
approve Hutchinson, Gillihan & Freeh, P.C. to perform the local audit and prepare the Annual Financial  
Report of WMCTC as shown in Appendix D.

**VII. New Business**

**VIII. Public Comments on Non-Agenda Items**

**IX. Adjournment**