

Joint Operating Committee

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REGULAR MEETING OF WESTERN MONTGOMERY CAREER & TECHNOLOGY CENTER

Monday, May 1, 2023

7:00 PM

AGENDA

1. Call to Order

- A. Pledge of Allegiance to the Flag
- B. Attendance/Roll Call
- C. Announce Executive Session
- D. Agenda Items and/or Changes

2. Elections

- A. Nomination of Treasurer
- B. Election of Treasurer

3. Approval of Minutes

- A. April 3, 2023

[\(Attachment A\)](#)

4. Presentations

- A. Climate Survey Results 2022-2023 School Year
 - 1. Student Survey Results
 - 2. Staff Survey Results
 - 3. Maintenance Plan
 - A. 5 year Budget Comparison
 - B. \$100,000 Plan

5. Public Comment to Address Agenda Items Only

6. WMCTC Reports

- A. Administrative Report
 - 1. Administrative Director (Mr. Livengood)
 - 2. Business Manager (Mrs. Wilson)
 - 3. Principal (Mr. Holtzman)
- B. Student Honors
 - 1. HOSA
- C. Important Dates
 - 1. May 3, 2023 - ACTE Conference

[\(Attachment B\)](#)

2. May 4, 2023 - Cinco de Mayo Community Dinner, 4:30 pm and 6:00 pm (Sold Out)
3. May 12, 2023 - Field Day - PM Only, Signing Day PM Only
4. May 8 -12, 2023 - Teacher Appreciation Week
5. May 15, 2023 - Staff Appreciation Lunch, 10:30 am to 11:30 am
6. May 16, 2023 - In-Service Day
7. May 18, 2023 - NTHS Celebration at 12:00 pm
8. May 20, 2023 - Car Show- Pancake Breakfast- Car Giveaway 12:00 pm
9. May 24, 2023 - Sr. Award & Recognition Ceremony, Upper Perkiomen Sr. High School, 7:00 pm
10. May 29, 2023 - Memorial Day - School Closed
11. May 31, 2023 - New Student Orientation
12. June 5, 2023 - JOC Meeting, 7:00 pm
13. June 8, 2023 - Last day of School
14. June 9, 2023 - In-Service Day

7. Additional Reports

- A. Superintendent of Record (Dr. Allyn J. Roche)
- B. Solicitor's Report Mr. (Marc Davis, Esq)
- C. Board Secretary's Report (Mr. Keith McCarrick)
- D. Other Committee/Advisory Reports
 1. Personnel - Colleen Zasowski, Jay Strunk, and Keith McCarrick
 2. Policy - Wendy Earle, Patti Grimm, and Dana Hipszer
 3. Facilities - Joe Vecchio, JP Prego, and Karen Weingarten

8. Old Business - None (Policy 2nd Reading)

9. New Business - None (Policy 1st Reading)

- A. 000 - JOC Policy/Procedure/Administration Regulations ([Attachment C](#))
- B. 001 - Name and Classification ([Attachment D](#))
- C. 002 - Authority and Powers ([Attachment E](#))
- D. 003 - Functions ([Attachment F](#))
- E. 004 - Membership ([Attachment G](#))
- F. 005 - Organization ([Attachment H](#))
- G. 006 - Meetings ([Attachment I](#))
- H. 006.1 - Attendance at Meetings via Electronic Communications ([Attachment J](#))
- I. 007 - Policy Manual Access ([Attachment K](#))
- J. 011 - Principles for Governance and Leadership ([Attachment L](#))

10. Personnel

- A. Resignation
 1. A letter of resignation was received from Mr. Evan Ducko, Electrical Occupations Instructor, on April 24, 2023. The effective date will be June 23, 2023.

B. Retirement

1. A letter of retirement was received from Mr. Daniel Walker, Custodian, on April 5, 2023. The effective date will be June 9, 2023.

11. Finance

- A. Approval of Cash Receipts and List of Bills ([Attachment M](#))
- B. Administration seeks approval for the 2023-2024 WMCTC Proposed Budget ([Attachment N](#))

12. Other Action Items

- A. The Administration recommends the approval of the Administrative Director and Principal, to attend the PACTA (Pennsylvania Association of Career & Technical Administrators) Leadership Conference for Career and Technical Education: in State College, PA, on July 24-27 2023, for an approximate cost of \$1,500.
- B. The Administration recommends the approval of Mr. Dave Livengood, Administrative Director, and Ms. Kenly Adair, ECE student, and Guardian of Kenly Adair to attend the FCCLA Leadership Conference in Denver, Co, from July 2-7, 2023 for an approximate cost of \$5,000.
- C. The Administration recommends the approval of Mrs. Erin Romberger, Instructor to attend the HOSA National Conference in Dallas, TX on June 20-24, 2023 at a cost of \$2,020 for the chaperone. To be the chaperone for a student who is paying their own way to attend the conference.
- D. The Administration recommends the approval of the Transition Agreement to transfer third party access to information and technology resources from GO2 to Montgomery County Intermediate Unit as of May 1, 2023. ([Attachment O](#))
- E. The Administration recommends the approval of the Go2 Network Service Time & Materials Agreement at itemized amounts specified in the agreement. ([Attachment P](#))
- F. The Administration recommends the approval of the Montgomery County Intermediate Unit Service Agreement at a monthly cost of \$7,250. ([Attachment Q](#))
- G. The Administration recommends the approval of the Annual PSBA Membership Renewal for Policy Maintenance for 2023-2024 at a cost of \$1,525. ([Attachment R](#))
- H. The Administration recommends the approval of the 2023-2024 Textbook Inventory. ([Attachment S](#))

13. Board Comment

14. Public Comment

15. Adjournment