Joint Committee Meeting – June 3, 2019

A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held at 77 Graterford Road, Limerick, PA on June 3, 2019. Ms. Dawn Heine, Chairperson, called the meeting to order at 7:16 P.M. following an Executive Session.

JOC Members:

Ashley Custer
Patricia Grimm     Absent
Robert Lindgren

Mark Dehnert
Edward Dressler
Dawn R. Heine

James C. Glackin
Stephen Cunningham
John Farris

Non-Members present:

Dr. William Shirk, Superintendent, Pottsgrove S.D. & WMCTC Superintendent of Record
Christopher Moritzen, Administrative Director
Daniel Chominski, Principal
Donna Wilson, Business Manager
Rachel Hetzel, IT Director
Marc Davis, Solicitor
Joe Vecchio, CIS Instructor & AFT President
Steve Antrim, Carpentry Instructor

A motion was made by Mr. Cunningham and seconded by Mr. Lindgren to:
approve the May 6, 2019 Minutes.

Ashley Custer  Yes  Mark Dehnert  Yes  James C. Glackin  Yes
Patricia Grimm  Absent  Edward Dressler  Yes  Stephen Cunningham  Yes
Robert Lindgren  Yes  Dawn R. Heine  Yes  John Farris  Yes

Motion carried 8-0

II. Administrative Director’s Report

Mr. Moritzen thanked everyone for their support throughout the year and hopes they have a wonderful summer. He reported that:

A. Enrollment:

Looking at 644 with some late additions and kids that left.

B. WMCTC Award Recipients by District:

He said that included in the agenda is the listing for your reading pleasure.
He also reported that on Thursday morning Tower Health will be taking a tour and we are looking to enhance our partnership with them.

We found out today that Upper Perk will be with us for 3 more days. Spring-Ford’s last day is on June 11. We have some things on the 12th and the staff’s last day is the 13th.

That concluded the Director’s report.

III. Public Comments on Agenda Items – None

Ms. Heine announced that there was an Executive Session prior to the meeting to discuss personnel.

IV. Presentations - None

V. Committee Reports

Superintendent of Record’s Report – Dr. William Shirk – Thanked the Board for giving him the opportunity to sit in his seat the last 6 months. He’s been part of the Western Center for 20 years, but hasn’t been in the intimate seat regarding the undertakings of what goes on, not only in the classroom side, but the administrative side, the director’s side, as well as the financial side. He wanted to shout out to Mr. Moritzen’s leadership team and what he brought to the JOC. We’re in a good spot and he wants to see that continue.

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

Principal’s Report – Mr. Dan Chominski wanted to reiterate what Mr. Moritzen and Dr. Shirk said and wanted to thank everybody for their support in his first year here. It’s great to be around people who care about kids. He thanked Mr. Moritzen and Ms. Hetzel for taking a chance and bringing him on board. It’s been a very exciting year.

Board Secretary’s Report – Dr. Edward Dressler No Report

Solicitors Report – Mr. Marc Davis, Esq. – No Report

VI. Action Agenda:

A motion was made by Mr. Dehnert and seconded by Dr. Dressler to:
approve Items A. Personnel – 1 through 6.

A. Personnel:

Appointments:

1. Appointments:

   a. Approving the appointment of Raymond Bechtel as Protective Services Instructor, effective May 28, 2019. Compensation is set at Track B, Lane 4, Step 6, $59,331.

   b. Approving the appointment of Amy Rybnik as Student Success Coordinator, effective July 1, 2019. Compensation is set at Track A, Lane 3, Step 13, $75,804.
2. **Resignations:**

   a. Approving the resignation of Cathi Miller for the purpose of retirement effective June 30, 2019.


3. **Leave of Absence:**

   Approving a paid leave of absence under the Family Medical Leave Act for Pedro Mauras, Custodian, retroactively from April 1, 2019 to May 31, 2019.

4. **Supplemental Contracts:**

   a. Approving a Supplemental Contract at $44.00/hr., per 2018-2019 Teacher Contract, for Angela Reichert or designated Cosmetology Instructors, to run the Summer Salon Program, which will be open to the public.

      The tentative dates are:

      - Friday, June 21 & 28 from 8:30 to 3:00
      - Friday, July 12, 19 from 12:15 to 4:15
      - Friday, July 26 from 8:30 to 3
      - Friday, August 2, 9 & 16 from 8:30 to 3

      This will allow for approximately 15 registered students (at a fee of $100.00 each,) to earn up to 44 hours throughout the summer. With revenue from The Salon and registration fees, there will be no cost to WMCTC.

   b. Approving a Supplemental Contract for 30 hrs. at $44.00/hr. per 2018-2019 Teacher Contract for Raymond Bechtel, Protective Services Instructor, to develop Curriculum over the summer.

   c. Approving a Supplemental Contract for up to 40 hrs. at $44.00/hr. per 2018-2019 Teacher Contract for Amy Rybnik, Student Success Coordinator for curriculum planning.

   d. Approving a Supplemental Contract for up to 40 hrs. each at $44.00/hr. per 2018-2019 Teacher Contract for Cindy Prindle and Katherine Blitzstein, Student Success Coordinators for curriculum planning.

5. **Hiring Authority:**

   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 June 4, 2019 until the next regularly scheduled board meeting in August 2019.

6. **Salaries:**

   Approving the Administrative and Support Staff salaries for the 2019-2020 school year as displayed in the Addenda.
Motion carried 8-0

A motion was made by M. Cunningham and seconded by Mr. Lindgren to:
approve B. Conferences – 1. & 2.

B. Conferences:

1. Approving Christopher Moritzen, Administrative Director, Daniel Chominski, Principal and Rachel Hetzel, I.T. Director, to attend the Pennsylvania Association of Career & Technical Administrators (PACTA) Leadership Conference at Penn State University from July 24-26, 2019 for an approximate cost of $3,000.

2. Approving Barbara Mueller, School-to-Work Coordinator, to attend the Co-Op Conference at Penn State University October 15 & 16, 2019 for an estimated total of $770.00.

Motion carried 8-0

A motion was made by M. Cunningham and seconded by Mr. Dehnert to:
approve C. Contracted Services – 1 through 4 and D. Local Advisory Committee

C. Contracted Services: (Appendix C)

1. Approving the Fox Rothschild Retainer Agreement for Solicitor for the 2019-2020 year at the rate of $3,550.00 per quarter, (same as last year).


3. Approving the renewal of the Joint Service Agreement with Upper Perkiomen School District to operate to provide food services for the period of July 1, 2019 through June 30, 2020 with an annual Administration Fee in the amount of $16,500.

4. Approving Tozour-Trane’s Preventative Maintenance Service Agreement for the Trane HVAC & Automation System in the amount of $11,766.00, effective August 1, 2019, as shown in Appendix C.

D. Local Advisory Committee (Appendix D)

Approving the Local Advisory Committee List for 2019 as presented.

Motion carried 8-0
A motion was made by Mr. Dehnert and seconded by Mr. Cunningham to: approve E. Perkins Membership List

E. Perkins Membership List (Appendix E)

Approving the Perkins Membership List for 2019 as presented.

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Motion carried 8-0

A motion was made by Mr. Dehnert and seconded by Mr. Cunningham to: approve F. Finance 1 through 3.

F. Finance: (Appendix F)

1. Cash Receipts and List of Bills:

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

2. Scholarship:

   Approving to accept the NARI-BIE Robert T. Palladino Scholarship in the amount of $2,761.22.

3. Budget Transfers:

   Approving the necessary 2018-19 budget transfers to become part of the June 3, 2019 meeting minutes as determined by the Business Administrator; payment of properly contracted services through June 30, 2018; and acceptance of non-resident tuition for secondary students for the 2018-19 school year upon receipt of the required documentation from the non-participating school district.

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Motion carried 8-0

A motion was made by Mr. Dehnert and seconded by Mr. Cunningham to: approve G. Policies (Appendix G)

G. Policies: (Appendix G)

Approving Policies 616, 618, 619 620, 622, 624, 626, 706, 707, 708, 709, 710, 716, 808, 815, 823, 908

Mr. Cunningham asked about Policy 624 and if it was revised as was recommended. Mr. Moritzen said yes, as you asked.
Motion carried 8-0

VII. New Business – Ms. Custer asked if we had any type of masonry training since masons are in huge demand right now.

Mr. Moritzen asked Mrs. Wilson, who said she thought it was stopped a year before she got here.
Mr. Moritzen said it's not on the HPO list for Montgomery County.

Comments were made by members regarding how hard it is to find masons, and they shared some personal experiences.

Ms. Heine wanted to say she had the pleasure of speaking at the Sr. Awards Ceremony and that it was so moving to see these kids so fulfilled that evening. To have an auditorium full of support is amazing. Our teachers and students put a lot of time & effort in. We had an incredibly successful year as far as the scholarships the kids received. It was so rewarding to be a part of such a wonderful evening.

VIII. Public Comments on Non-Agenda Items - None

IX. Adjournment

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

The meeting was adjourned at 7:30 P.M.

Respectfully submitted,

Edward Dressler

Dr. Edward Dressler, Secretary
Kathleen M. Mullen-Lewis, Recording Secretary