



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting  
June 6, 2022  
7:00 P.M.  
Board Room**

**Board Members:**

**Pottsgrove School District**

Jay Strunk  
Joe Vecchio  
Patricia Grimm

**Spring-Ford School District**

Colleen Zasowski  
Karen Weingarten  
Wendy Earle

**Upper Perkiomen School District**

Dana Hipszer  
John Paul Prego  
Keith McCarrick

**Non-Members:**

Dr. Allyn Roche, Superintendent, Upper Perkiomen S.D. & WMCTC Superintendent of Record  
Dr. David C. Finnerty, Superintendent, Pottsgrove S.D.  
Robert Rizzo, Superintendent, Spring-Ford Area S.D.  
David Livengood, Administrative Director  
Donna Wilson, Business Manager  
Mark Holtzman, Principal

**Solicitor:**

Marc Davis, Esq.  
Fox, Rothschild, LLP

## **AGENDA**

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

- A. Approval of JOC Minutes of May 2, 2022 Meeting (**Appendix A**)

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

- A. WMCTC Award Recipients by District ([Appendix B](#))
- B. Climate Survey Results (**Appendices C & D**)

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

### **IV. Presentations**

- A. Act 44 Training Presentation - Mr. Mark Holtzman
- B. 2022-2023 Student Handbook - Mr. Mark Holtzman
- C. Questeq Proposal Presentation - Mr. David Livengood ([Appendix E](#))

### **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. Mark Holtzman
- D. Board Secretary's Report - Mr. Keith McCarrick
- E. Solicitor's Report - Mr. Marc Davis, Esq.

### **VI. Action Agenda**

- A. Personnel:

- 1. Appointments:

- a. The Administration recommends approving the appointment of Mr. Chad Heffner, Facilities Manager, anticipated start date to be determined. Compensation is set at \$85,000 per year with benefits.

- 2. Tenure:

Raymond Bechtel, Protective Services 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. The Administration recommends that the Joint Committee officers authorize the execution and presentation of a Professional Employee Contract to Raymond Bechtel.

- 3. Salaries:

The Administration recommends approving the Administrative and Support Staff salaries for the 2022-2023 school year as displayed in the Addenda.

- 4. Hiring Authority:

The Administration recommends authority be granted to the Superintendent of Record of Western Montgomery CTC and Administrative Director to appoint qualified

personnel to vacant teacher, support, and other positions as needed during the period of June 7th, 2022, until the next regularly scheduled board meeting in August.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Personnel as presented.

B. Supplemental Contracts:

1. The Administration recommends approving supplemental contracts for Donald Bray and William Soleau for approximately 12 nights, no more than four hours per night, at \$44.00 per hour per Teacher's Contract, for the 2022-2023 school year, to run PA State Inspection and PA Emission Classes.
2. The Administration recommends approving a \$2,000.00 stipend for Cindy Prindle as Perkins Coordinator for the 2022-2023 school year.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Supplemental Contracts as presented.

C. Contracted Services:

1. Fox Rothschild Retainer Agreement: ([Appendix F](#))

The Administration recommends approving the Fox Rothschild Retainer Agreement for Solicitor for the 2022-2023 year at the rate of \$3,600.00 per quarter as shown in Appendix F.

2. The Administration recommends 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, 2022 through June 30, 2023, with an annual Administration Fee in the amount of \$16,500.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Contracted Services as presented.

D. Finance:

1. Cash Receipts and List of Bills: ([Appendix G](#))

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

2. Budget Transfers:

The Administration recommends approving the necessary 2022-2023 budget transfers to become part of the June 6, 2022 meeting minutes as determined by the Business Administrator upon completion of the audit; payment of properly contracted services through June 30, 2022; and acceptance of non-resident tuition for secondary students for the 2022-2023 school year upon receipt of the required documentation from the non-participating school district.

3. Bills:

The Administration recommends approving paying WMCTC bills to the extent that the payments reflect a budgeted expense. This will include purchases related to the Department of Labor and Industry Grant following all quote and bid guidelines required by the grant. Any action taken by the Administrative Director/Superintendent of Record in accordance with this authorization shall be deemed to be the action of this JOC. Such action shall be confirmed by the JOC at the August 8, 2022, JOC meeting.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Finance as presented.

E. Local Advisory Committee: ([Appendix H](#))

The Administration recommends approving the Local Advisory Committee List for 2022-2023 as shown in Appendix H.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Local Advisory Committee as presented.

F. Perkins Membership List: ([Appendix I](#))

The Administration recommends approving the Perkins Memberships List for 2022-2023 as shown in Appendix I.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Perkins Membership List as presented.

G. Policy: ([Appendix J](#))

The Administration recommends reviewing the first reading of Policy #223, prohibiting student driving.

New reading of Policy #223:

The Joint Operating Committee allows students to drive private vehicles onto center property. Students must obtain a parking permit from the Student Services office and turn in the required paperwork to be eligible to park on school property. The Administration shall be authorized to issue permits as needed following established procedures utilized for Cooperative Education and Biomedical Sciences.

**VII. New Business**

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

**IX. Adjournment**