Board Members:

**Pottsgrove School District**

Ashley Custer  
Patricia Grimm (Chairperson)  
Robert Lindgren

**Spring-Ford School District**

Joseph P. Ciresi  
Dawn R. Heine (Vice-Chairperson)  
Edward Dressler

**Upper Perkiomen School District**

John L. Gehman  
John L. Farris (Treasurer)  
Raeann B. Hofkin (Secretary)

**Non-Members**

Dr. William R. Shirk, Superintendent, Pottsgrove S.D.  
Dr. David Goodin, Superintendent, Spring-Ford Area S.D. & WMCTC Superintendent of Record  
Dr. Alexis McGooin, Superintendent, Upper Perkiomen S.D.  
Christopher Moritzen, Administrative Director  
Robert Weneck, 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 September 11, 2017 Meeting (Appendix A)

II. Administrative Director Discussion/Information Items
   A. SEMA Conference
   B. Girls Night Out 11/15/2017
   C. Open House 11/29/2017
   D. Tiny House
   E. Acknowledgement

III. Public Comments on Agenda Items

IV. Presentations

V. Committee Reports
   A. Superintendent of Record’s Report - Dr. David Goodin
   B. Business Manager’s Report - Mrs. Donna Wilson
   C. Principal’s Report - Mr. Rob Weneck
   D. Board Secretary’s Report - Ms. Raeann Hofkin
   E. Solicitor’s Report - Mr. Marc Davis, Esq.

VI. Action Agenda
   A. Personnel:
      1. Long Term Substitute:

         The Administration recommends approving Brian Rambo as Long Term Physical
         Education/Health Instructor Substitute due to the regular teacher being on FMLA from
         November 22, 2017 to December 13, 2017 and an unpaid leave from December 14,
         2017 through February 13, 2018 (approximately) for the purpose of childbirth.
         Compensation is set at $95 for the first 21 days and $105 thereafter.

         Motion by __________________________, seconded by __________________________ to:
         approve the Long Term Substitute as presented.

      2. Youth Organizations and Advisors:

         The Administration recommends approving the following Youth Organizations and
         Advisors. Compensation per teacher contract will range from $950.00 to no more than
         $2,000.00 unless Advisor attends National Competition, then compensation will be no
         more than $2,400.00:

         FCCLA      Stephanie German ($1,800.00)
         FFA        Barbara Mueller ($1,800.00)
         HOSA       Patricia King, Lisa Lawler & Heather Zornek ($1,800.00 ea.)
         NTHS       Candice Landis ($950.00)
         Skills USA Cindy Prindle & Charles Smith ($1,800.00 ea.)

         Motion by __________________________, seconded by __________________________ to:
         approve the Youth Organizations and Advisors and compensation as presented.
3. **Substitute List:**

   The Administration recommends approving, Jenni King, Ann Murphy and Thomas Henry to be added to our 2017-2018 Substitute List.

   Motion by ______________________, seconded by ______________________ to: approve adding those listed to our Substitute List.

4. **Occupational Advisory Committee: (Appendix B)**

   The Administration recommends approving the 2017-2018 OAC Lists as shown in Appendix B.

   Motion by ______________________, seconded by ______________________ to: approve the 2017-2018 OAC list as presented in Appendix B.

5. **FMLA:**

   The Administration recommends approving a paid leave of absence under the Family Medical Leave Act for Mary Polinski, Accounting Secretary, tentatively from November 10, 2017 to December 1, 2017, for the purpose of family illness.

   Motion by ______________________, seconded by ______________________ to: approve FMLA and unpaid leave for Mary Polinski as presented.

B. **Contracted Services:**

   The Administration solicited quotes for snow plowing and salting for the 2017-2018 School Year. The Administration recommends approval of the lowest quote for a combination of plowing and salting from Groff’s Snow & Tree Removal. Their rate is $85.00 per hour for snow plowing and $85.00 per hour for salting with the price of salt at $8.50 per 50 lb. bag (same as last year).

   Motion by ______________________, seconded by ______________________ to: approve the snow removal and salting services for the 2017-2018 school year as presented.

C. **Finance: (Appendix C)**

   **Cash Receipts and List of Bills:**

   The Administration recommends the approval of 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.

D. **E-Signature Resolution (Appendix D)**

   The Administration recommends approving the E-Signature Resolution for Christopher Moritzen as the person authorized to sign on behalf of WMCTC for e-grants with the Department of Education.

   Motion by ______________________, seconded by ______________________ to: approve the E-Signature Resolution for Christopher Moritzen as presented.
E. **JOC 2018 Meeting Dates**

The Administration recommends the approval of the following dates for the 2018 JOC meetings: January 8, February 5, March 5, April 9, May 7, June 4, August 13, September 10, and November 5, 2018.

Motion by ________________________, seconded by ______________________ to: approve the 2018 JOC Meeting Dates as presented.

F. **HVAC System Upgrade: (Appendix E)**

The Administration recommends approval of the lowest quotation received from Tozour Automation, to replace and upgrade the Trane Tracer Building Automation System in the total amount of $36,200 as shown in Appendix E.

Motion by ________________________, seconded by ______________________ to: approve the quotation from Tozour Trane for the WMCTC HVAC System as presented.

G. **Policy: (Appendix F)**

First Reading of:

Section 823 Naloxone in Policy Manual

Please be prepared to approve this policy section as shown in Appendix F at our next meeting.

VII. **New Business**

1. 9th Grade Program Addition/Modification

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

IX. **Adjournment**