Joint Operating Committee meeting
February 5, 2018
7:00 P.M.
Board Room

Board Members:

Pottsgrove School District
Ashley Custer
Patricia Grimm (Chairperson)
Robert Lindgren

Spring-Ford School District
Edward Dressler
Dawn R. Heine (Vice-Chairperson)
Colleen Zasowski

Upper Perkiomen School District
James C. Glackin
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 McGloin, Superintendent, Upper Perkiomen S.D.
Christopher Moritzen, Administrative Director
Robert Weneck, Principal
Donna Wilson, Business Manager

Solicitor

Marc Davis, Esq.
Fox, Rothschild, O'Brien & Frankel
AGENDA

I. Call to Order
   A. Pledge of Allegiance
   B. Approval of JOC January 8, 2018 Minutes (Appendix A)

II. Administrative Director Discussion/Information Items
   A. SkillsUSA Results
   B. General Update

III. Public Comments on Agenda Items

IV. Presentations
   A. Review of Annual Financial Report – Cheri Free (Hutchinson, Gillahan and Free, PC)
   B. 2018/19 Budget - Administrative Director & Business Manager

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 -
   E. Solicitor’s Report - Mr. Marc Davis, Esq.

VI. Action Agenda
   A. Personnel:
      1. Substitute List:
         The Administration recommends approving Megan Miller to be added to the 2017-2018 Substitute List.

         Motion by ____________________, seconded by__________________ to: approving Megan Miller to be added to the 2017-2018 Substitute List.

      2. Summer Camp 2018:
         The Administration recommends approving the 2018 Summer Camp rate of $115 per session; an increase of $10 over 2017.

         Motion by ____________________, seconded by__________________ to: approve the new Summer Camp rate for 2018.

      3. Supplemental Contracts:
         The Administration recommends approval of Supplemental Contracts at $44.00 per hour, per Teacher’s contract for the 2017-2018 school year, for the Summer Day Camp for, Diego Civello, Evan Ducko, Grant Greisler, Jack Harris, Russ Keller, Barbara McGinnis, Dori-Ann Miles, Michelle Poorman and Angela Reichert.

         (NOTE: Summer Day courses will only operate if enrollment tuition meets or exceeds break-even point.)

         Motion by ____________________, seconded by__________________ to: approve Supplemental Contracts for the Summer Day Camp instructors as presented.
B. **Conferences:**

1. The Administration recommends approving Donna Wilson to attend the Pennsylvania Assoc. of School Business Officials (PASBO) Annual Conference March 6-9, 2018 at Hershey, PA for an estimated cost of $800.00.

2. The Administration recommends approving Jack Harris, Protective Services Instructor, to attend the Health Occupations Students of America (HOSA) Leadership Conference in Lancaster, PA on March 7-9, 2018 with no cost to WMCTC.

3. The Administration recommends approving Rachel Hetzel, IT Director, Donna Wilson, Business Administrator, Mary Polinski, Business Secretary and Anne Marie Yusko, Student Services Secretary, to attend the Pennsylvania Keystone State Skyward User Group Conference on April 18 & 19, 2018 at the Holiday Inn in Harrisburg for an approximate cost of $1,215.00.

   Motion by ______________________, seconded by ______________________ to: approve attendance at the conferences listed as presented.

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

1. **Cash Receipts and List of Bills**

   The Administration recommends approval of the Cash Receipts and List of Bills as shown in Appendix B.

   Motion by ______________________, seconded by ______________________ to: approve the Cash Receipts and List of Bills as shown in Appendix B.

2. **Annual Financial Report:** (Electronic copy sent on 1-29-2018)

   The Administration recommends the approval of the Annual Financial Report for year ending June 30, 2017, as presented in the Basic Financial Statements prepared by Hutchinson, Gillahan & Freeh, P.C.

   Motion by ______________________, seconded by ______________________ to: approve the Annual Financial Report for year ending June 30, 2017, as presented in the Basic Financial Statements prepared by Hutchinson, Gillahan & Freeh, P.C.

VII. **New Business**

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

IX. **Adjournment**