



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting
June 7, 2021
7:00 P.M.
Board Room via Zoom**

Joint Committee Meeting - June 7, 2021

A Meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held via Zoom Meeting. Mr. DiBello, Vice-Chairperson, called the meeting to order at 7:03 P.M.

JOC Members:

Ashley Custer	Thomas DiBello	Stephen Cunningham
Patricia Grimm	Wendy Earle	Dana Hipszer
Robert Lindgren	Colleen Zasowski	Keith McCarrick

Non-Members

Dr. William R. Shirk, Superintendent, Pottsgrove S.D.
Mr. Robert Rizzo, Superintendent, Spring-Ford Area S.D.
Dr. Allyn Roche, Superintendent, Upper Perkiomen S.D. & WMCTC Superintendent of Record
Christopher Moritzen, Administrative Director
Daniel Chominski, Principal
Donna Wilson, Business Manager
Marc Davis, Esq., Fox, Rothschild, LLP

A motion was made by Mr. McCarrick and seconded by Ms. Zasowski to approve the JOC Meeting Minutes Meeting Minutes of May 3, 2021 (Appendix A).

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 9-0

II. Administrative Director Discussion/Information Items

Mr. Moritzen thanks everyone who helped out and supported the Senior Award Ceremony. He thanks all staff and faculty for a wonderful school year.

For the school year, there have been over one-thousand industry recognized certifications earned by students. The Co-op program saw the highest number of students, fifty.

The Perkins Grant end for the year report is submitted. For 2021-2022, there is a small increase which is going to equipment for Computer Information Systems.

Mr. Moritzen would like to welcome back the JOC face-to-face starting with the board meeting in August.

III. Public Comments on Agenda Items

IV. Presentations

Mr. Chominski presents the Safe Schools Report PowerPoint and thanks the JOC members for their continued support keeping the students safe. He then offers the floor for any comments, questions or suggestions to which there are none.

V. Committee Reports

Superintendent of Record's Report - Dr. Allyn Roche

Dr. Roche acknowledges the awesome experience of the Senior Award Ceremony and thanks those who helped make it great. He notes his visit the week prior with Mr. Moritzen to discuss and reflect on the goals and accomplishments for the present and future. He is looking forward to continuing to work with the WMCTC.

Business Manager's Report - Ms. Donna Wilson

None

Principal's Report - Mr. Dan Chominski

Mr. Chominski thanks the JOC for their support this year and trusting the administration to open the school safely last August. He believes it was a successful year and looks forward to the new school year.

Board Secretary's Report - Mr. Keith McCarrick

None

Solicitor's Report - Mr. Marc Davis, Esq.

None

VI. Action Agenda

A motion was made by Mr. Cunningham and seconded by Mr. McCarrick to approve all of Personnel.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Absent	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 8-0

A. Personnel:

1. Resignations:

- a. Approve the resignation of Diane Gilette, Part-time ECE Instructional Assistant, effective June 11, 2021.
- b. Approve the resignation of Carisa Long, Health and Physical Education Instructor, effective June 11, 2021.

2. Technical Cluster Leaders:

Approve \$2,000 annually for Charles Smith for the Auto Technology Cluster, Evan Ducko for the Construction Cluster and Angela Reichert for the Health & Human Services Cluster. They may not serve more than two consecutive years in the position.

3. Salaries:

Approve the Administrative and Support Staff salaries for the 2021-2022 school year as displayed in the Addenda.

4. Hiring Authority:

Approve authority to the Superintendent of Record/Administrative Director of Western Montgomery CTC to appoint qualified personnel to vacant positions during the period of June 8, 2021, until the next regularly scheduled board meeting August 9, 2021.

5. Summer Automotive Classes:

Approve the following classes:

- Emissions: 6/28, 6/30, 7/7, 7/12 from 6:00 - 9:00 PM
- Emissions: 8/2, 8/4, 8/9, 8/11 from 6:00 - 9:00 PM

A motion was made by Mr. Cunningham and seconded by Mr. McCarrick to approve all of B and C.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Absent	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 8-0

B. Supplemental Contracts:

Approve a Supplemental Contract for up to 10 hrs. each at \$44.00/hr per 2020-2021 Teacher Contract for Donald Bray and William Soleau, Automotive Instructors, for curriculum scope and sequence planning.

C. Contracted Services: (Appendices D - H)

- 1. Approve the Fox Rothschild Retainer Agreement for Solicitor for the 2021-2022 year at the rate of \$3,600.00 per quarter as shown in Appendix D.**
- 2. Approve the renewal of the Joint Service Agreement with Upper Perkiomen School District to operate to provide food services for the period of July 1, 2021 through June 30, 2022, with an annual Administration Fee in the amount of \$16,500.**
- 3. Approve the network upgrades from GO2 Technology as per the Federal E-rate guidelines as shown in Appendix E. WMCTC qualifies for a 40% discount on all E-rate compliant services. This is year two of a two year approval that was submitted last year.**
- 4. Approve the GO2 Technology Yearly IT Service Contract to provide technical support on an as needed basis as shown in Appendix F.**
- 5. Approve the Tozour-Trane's Preventative Maintenance Service Agreement for the Trane HVAC & Automation System in the amount of \$13,658.00, effective August 1, 2021, as shown in Appendix G.**

A motion was made by Mr. Cunningham and seconded by Mr. McCarrick to approve all of Finance.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Absent	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 8-0

D. Finance:

1. Cash Receipts and List of Bills: (Appendix H)

Approve the Cash Receipts and List of Bills as shown in Appendix H.

2. Budget Transfers:

Approve the necessary 2020-2021 budget transfers to become part of the June 7, 2021 meeting minutes as determined by the Business Administrator; payment of properly contracted services through June 30, 2021; and acceptance of non-resident tuition for secondary students for the 2021-2022

school year upon receipt of the required documentation from the non-participating school district.

3. Bills:

Approve 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 9, 2021, JOC meeting.

A motion was made by Mr. Cunningham and seconded by Mr. McCarrick to approve E and F.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Absent	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 8-0

E. Local Advisory Committee: (Appendix I)

Approve the Local Advisory Committee List for 2021 as shown in Appendix I.

F. Perkins Membership List: (Appendix J)

Approve the Perkins Memberships List for 2021 as shown in Appendix J.

VII. New Business

VIII. Public Comments on Non-Agenda Items

IX. Adjournment

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

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Absent	Wendy Earle	Yes	Dana Hipszer	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 8-0

The meeting was adjourned at 7:28 P.M.

Respectfully submitted,

Mr. Keith McCarrick, Secretary
Ms. Megan Alaniz, Recording Secretary