



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting
January 1, 2021
7:00 P.M.
Board Room via Zoom**

Joint Committee Meeting - January 1, 2021

A Meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held via Zoom Meeting. Mr. Cunningham, Chairperson, called the meeting to order at 7:07 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.
Dr. David Goodin, 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., Solicitor

A motion was made by Ms. Grimm and seconded by Mr. Cunningham to approve the JOC Meeting Minutes of November 2, 2020 (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 welcomes the JOC's two newest members, Mr. Dana Hipszer from Upper Perk and Ms. Wendy Earle from Spring-Ford. He also thanks Dr. Shirk for his past two years serving as WMCTC's Superintendent of Record.

Mr. Mortizen thanks all those who have helped keep the school open for the past eighteen weeks. He recognizes the tireless efforts from the administration and staff; because of their effort it is possible for students to continue attending class where they have the opportunities to gain certifications, valuable industry knowledge, and Co-Op opportunities.

In December, WMCTC held the virtual open house. Mr. Moritzen advises there were two-hundred registered participants that attended. Each participant attended three classes to gain information on the programs they are interested in. Overall it was a great success and the administration is working on opportunities for school tours, focusing on smaller groups in the evening to accommodate Covid procedures. Prospective students will still be able to have the opportunity to get familiar with the school layout and program labs and classrooms. After the open house, applications increased from about sixty to one hundred fifteen. This time last year the amount of applications was one hundred nineteen so even with Covid, the school is continuing to see a high volume of applicants.

Mr. Moritzen advises the administration team has been working on school grants such as the PDE Supplemental Equipment Grant, hopeful to provide the school around fifty thousand dollars for equipment. He advises the school should hear back early February regarding this grant. Most recently the school applied for the Department of Labor Job Training Grant for approximately two hundred thousand dollars. This grant would help provide additional equipment and certification funding. Mr. Moritzen advises in the last seven years the school has seen around 1.5 million dollars in grant money which is very exciting!

III. Public Comments on Agenda Items

IV. Presentations

Mr. Davis interjects during this portion of the agenda to advise that the board should vote on the Action Agenda, Item A, Item 1, prior to Dr. Allyn Roche giving his report.

A motion was made by Ms. Grimm and seconded by Mr. Cunningham to approve the appointment of Dr. Allyn Roche, Superintendent, Upper Perkiomen S.D, to the position of Superintendent of Record for a two-year term starting in January, 2021 at an \$8,400 stipend per year.

Mr. Davis advises the board members that the JOC is governed by Articles Agreement that have been adopted by all the sending school districts; and those articles provide for a two year appointment in January for a Superintendent of Record. These articles also suggest that the Superintendent of Record and the Chairperson of the JOC have to come from separate school districts which is not an issue with the current board members.

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

VI. Action Agenda

A. Personnel:

1. Superintendent of Record:

Approve the appointment of Dr. Allyn Roche, Superintendent, Upper Perkiomen S.D, to the position of Superintendent of Record for a two-year term starting in January, 2021 at an \$8,400 stipend per year.

V. Committee Reports

Superintendent of Record's Report - Dr. Allyn Roche

Dr. Roche congratulates Ms. Grimm for her role as JOC Chairperson and Mr. DiBello for his role as Vice-Chairperson. He also congratulates Mr. McCarrick for his continuation of JOC Secretary. Dr. Roche thanks Dr. Shirk for serving as Superintendent of Record and commends all his hard work and efforts the past two years. He advises he has worked with both Dr. Shirk and Mr. Moritzen in the past and feels comfortable stepping into this position. Dr. Roche mentions the pride and recognition the Upper Perkiomen district has knowing that the Superintendent is from their district. He is hopeful that in the coming years the Senior Award Ceremony could transition from Pottsgrove Middle School to the Upper Perkiomen Middle School. Dr. Roche is very excited to move into the position of WMCTC's Superintendent of Record and is looking forward to getting involved and working with everyone.

Business Manager's Report - Ms. Donna Wilson

None

Principal's Report - Mr. Dan Chominski

Mr. Chominski hopes everyone had a great holiday season and is looking forward to 2021. He welcomes the new JOC members Mr. Hipszer and Ms. Earle. He also welcomes Dr. Roche as the new Superintendent of Record. Mr. Chominski thanks all staff and faculty for their involvement in creating and maintaining a positive and safe work environment for the students. The school is continuing to push for industry approved certifications. Over the Thanksgiving break the teachers laid out their certification plans for the year and then sent four positive emails to their AM and PM students. These emails were shared in the weekly update however, Mr. Chominski repeats the sentiment and advises how great it is to see the responses from parents; especially the appreciation that the school is open this year with the safety protocols it has. Mr. Chominski informs that is a reflection of the JOC's decisions and support and he thanks the board for their continued efforts.

Mr. Chominski goes on to highlight certain programs, first advising the Protective Services - Fire Program is working on their OSHA certifications as well as the healthcare and general industry certifications which students can put on their resumes. This also counts towards their learning index for PDE.

The Electrical Occupations morning class is installing hardwired smoke detectors and the afternoon class is learning to install recessed lighting.

In the Carpentry Program, the afternoon class is learning to install roof shingles.

The Computer Information Systems classes are working towards a new certification this year which the school has obtained through one of the grants, called TestOut PC Pro.

Mr. Chominski closes by reiterating the importance of what WMCTC is doing to continue education amidst the health concerns this year and is proud to see students continuing their education. He thanks the JOC again for their support this year.

Board Secretary's Report - Mr. Keith McCarrick
None

Solicitor's Report - Mr. Marc Davis, Esq.
No report however, he welcomes the new board members and wishes everyone a happy New Year!

VI. Action Agenda (*continued...*)

A. Personnel:

A motion was made by Mr. Cunningham and seconded by Mr. Lindgren to accept the resignation of Zachary Charles, Maintenance Supervisor, as of December 11, 2020.

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

2. Resignations:

Accept the resignation of Zachary Charles, Maintenance Supervisor, as of December 11, 2020.

A motion was made by Mr. Cunningham and seconded by Mr. DiBello to approve the appointment of Ed Plowfield, as Maintenance Supervisor, effective December 14, 2020. Compensation is set at \$60,000/yr. with benefits.

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

3. Appointments:

Approve the appointment of Ed Plowfield, as Maintenance Supervisor, effective December 14, 2020. Compensation is set at \$60,000/yr. with benefits.

B. Finance: (Appendix B)

A motion was made by Mr. McCarrick and seconded by Mr. DiBello to approve the Cash Receipts and List of Bills as shown in Appendix B.

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

1. Cash Receipts and List of Bills:

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

C. Equipment Purchase: (Appendices C & D)

A motion was made by Mr. Cunningham and seconded by Mr. McCarrick to approve the Equipment Purchases as shown in Appendices C & D.

Ms. Earle inquires about the expiration date for the Boss Laser quote.

Mr. Moritzen confirms that the school has been in contact with the company and the quote will be extended past the expiration date. Due to the holiday season the company was not available to make the update to the quote.

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

- 1. Approve the following equipment purchases through Hunter Engineering Company, utilizing the Competitive Equipment Grant (50% local funds, 50% PDE funding), as shown in Appendix C.**

- Center Clamp Tire Changer**
- Flange Plate Kit**
- Road Force Elite Balancer**
- Adjustable Flange Plate & Stud Kit**

- 2. Approve the following equipment purchases through Boss Laser, utilizing the Competitive Equipment Grant (50% local funds, 50% PDE funding), as shown in Appendix D.**

- Boss HP-3655 Laser Head**
- Rotary, Modular Base Chuck**
- Rotary, Modular Roller Attachment**
- Onsite Training**
- Freight Insurance**

VII. New Business

Ms. Zasowski thanks Mr. Moritzen for continuing to keep the board members in the loop with updated Covid information and asks Mr. Moritzen if the school has taken a negative hit on the amount of Co-Ops due to the COVID-19 virus.

Mr. Moritzen advises that Co-Ops are still happening and there are about twenty-four students currently on Co-Op as opposed to thirty-five students on Co-Op last March when COVID began. The school is continuing their efforts to ensure they can get as many students out on Co-Op as possible for experience. The increase in student drivers this year helps to target students who are able to get to and from a Co-Op.

Ms. Zasowski believes Covid lock-down may have been a time for homeowners to see the renovation opportunities within their homes and the result of that would be more opportunities in the field for some of the trades WMCTC offers.

Mr. Chominski informs that the Health programs have a small decline in Co-Ops as the opportunities such as hospitals and nursing homes are not available this year given the current pandemic.

Mr. Moritzen thanks Ms. Zasowski for her appreciation of transparency to the board members. He reminds the board that the school is taking every safety precaution possible. He also informs the second shipment of MERV air filters will be coming in soon to replace the old ones.

Mr. DiBello asks if anyone has been informed about when teachers in the districts will be getting the COVID-19 Vaccine.

Dr. Roche advised he received some communication today from St. Lukes and CHOP that they are still in the 1A category for vaccines. He has been advised schools will be in the 1B category and schools should start identifying priorities but no further information has been provided. Dr. Roche also informs that the North Penn School District and Lower Merion District are piloting the testing program. He anticipates further information shortly.

Mr. Cunningham asks Mr. Moritzen further information regarding the COVID-19 notification sent out yesterday and if there is a substitute in place for the teacher in question.

Mr. Moritzen confirms yes.

Mr. McCarrick inquires if the COVID-19 Vaccine is required or optional for teachers.

Dr. Roche advises it is his understanding that the vaccine is optional.

VIII. Public Comments on Non-Agenda Items

IX. Adjournment

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

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

The meeting was adjourned at 7:33 P.M.

Respectfully submitted,

Mr. Keith McCarrick, Secretary

Ms. Megan Alaniz, Recording Secretary