Joint Operating Committee

77 Graterford Road

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www.westerncenter.org

##### **Regular Meeting of Western Montgomery Career & Technology Center**

**Monday, March 3, 2025**

**7:00 PM in the Boardroom**

##### **AGENDA**

1. **Call to Order**
   1. Pledge of Allegiance to the Flag
   2. Attendance/Roll Call

\_\_\_\_\_ Prego \_\_\_\_\_ Beiber \_\_\_\_\_ Grimm \_\_\_\_\_ Strunk \_\_\_\_\_ Nippert

\_\_\_\_\_ Hermans \_\_\_\_\_Goldsmith \_\_\_\_\_ Weingarten \_\_\_\_\_ McCarrick

\_\_\_\_ Present \_\_\_\_\_ Absent \_\_\_\_\_ Quorum

* 1. Agenda Items and/or Changes

1. **Approval of Minutes**

A. Approval of the JOC Meeting Minutes from the February 3, 2025 meeting.

([Attachment A](https://docs.google.com/document/d/1gsvlDQ64Cef-sZduSoLyY1giq6P-bDV8/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true))

Motion by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_ to approve item A for the Approval of Minutes from February 3, 2025.

\_\_\_\_\_Yea \_\_\_\_\_Nay \_\_\_\_\_Motion passed

1. **Presentations**

* SkillsUSA District Award Winners
* [2024-2025 WMCTC Goals Update](https://docs.google.com/presentation/d/1fmmHeYJ6KcpdnJhz1QeU9-nuc5OMR-1FkwLUAOGPfeo/edit?usp=sharing)

1. **Public Comment to Address Agenda Items Only**
2. **WMCTC Reports**
   1. Administrative Report
      1. Administrative Director (Mr. David Livengood)
      2. Business Manager (Mrs. Donna Wilson)
      3. Principal (Mr. Craig Robinson)
      4. Student Awards
         1. [SkillsUSA](https://docs.google.com/document/d/1onpEavWJWJH6J87Hy3-cgJJMqjWUvYiB/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true)
         2. [C-Cap](https://docs.google.com/document/d/1PjpuRGFRqqPfOen9OwLzO4-6PSkfbnNi/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true)
   2. Important Dates
      1. March 3-7 Mock Interviews
      2. March 26 - 28 HOSA Leadership Conference
      3. March 31- April 4 Climate Surveys
      4. April 2-4 SkillsUSA State Competitions
      5. April 7 JOC Meeting at 5:00 pm Zoom\*
      6. April 9 Co-Op Banquet 12:00 PM
3. **Additional Reports**
   1. Superintendent of Record (Mr. Robert Rizzo)
   2. Solicitor’s Report (Ms. Beth Shore, Esq.)
   3. Board Secretary's Report (Mr. JP Prego)
   4. Other Advisory Group Reports
      1. Personnel - Erica Hermans, Jay Strunk, Keith McCarrick
      2. Policy - Patti Grimm, Heidi Goldsmith, Sarah Beiber
      3. Facilities - JP Prego, Karen Weingarten, Charles Nippert
4. **New Business (Policy 1st Reading)**
   1. [Policy 100](https://docs.google.com/document/d/1uZpKCARlliqimF-KrIMBu-znZxP8hTaJSOuF5_525dI/edit?usp=drive_link) - Comprehensive Planning
   2. [Policy 101](https://docs.google.com/document/d/1ZWsZwFMVnRfj7SAlTH9qLI-Y1947kWAYQgC5sl-BSX8/edit?usp=drive_link) - Mission Statement
   3. [Policy 106](https://docs.google.com/document/d/1M6PGx3DJbAMziW_SHday9oIxnkxh1NTSmBKgF84SYas/edit?usp=drive_link) - Guides for Planned Instruction
   4. [Policy 107](https://docs.google.com/document/d/1VvqGE8naVvvgdRsDcNeL2iUrJ-iRqt97Nk7Ui8CQuQg/edit?usp=drive_link) - Adoption of Planned Instruction
   5. [Policy 108](https://docs.google.com/document/d/16qmW__z71XQ9-8CnPdGecbQicpbI37Qtkv8AYanb8sM/edit?usp=drive_link) - Adoption of Textbooks
   6. [Policy 109](https://docs.google.com/document/d/12JBEhcjGRNe9UFcJpAuYChOCUts1S-0yjb-b4Ya5EqM/edit?usp=drive_link) - Resource Materials
   7. [Policy 111](https://docs.google.com/document/d/1Zrxp0Rs8RnDHTO-tVUmayw6DQbswu1iXIhg1dBAQ_uY/edit?usp=drive_link) - Lesson Plans
   8. [Policy 112](https://docs.google.com/document/d/1oD17WgqgIeOPDUNpoCSosrDeRpUCP8Io41ukgxWP9XU/edit?usp=drive_link) - Guidance Counseling
   9. [Policy 124](https://docs.google.com/document/d/1O7ovBdDlFkSPcjxTy2-uRxn1t3k22LXa4kWrLmAwqp0/edit?usp=drive_link) - Summer School
   10. [Policy 125](https://docs.google.com/document/d/1aEFych0_u7YfXj6jI-LKcxh3f7u3A8bkYrWzVfa2d7Y/edit?usp=drive_link) - Adult Education
   11. [Policy 126](https://docs.google.com/document/d/1ZiLY9TUkFky6xJZd8qyZmQdqi89JIvPAfE20VSndg3w/edit?usp=drive_link) - Class Size - Minimum Vocational Program Enrollment
   12. [Policy 140.1](https://docs.google.com/document/d/10X6dgW4qv-F6u1-edfkEp9ssV1aE-qWKjSWBZjjBwN0/edit?usp=drive_link) - Extracurricular Participation by Charter - Cyber School
5. **Old Business (Policy 2nd Reading)**
   1. [Policy 247](https://docs.google.com/document/d/1exZBTQkKWJLMi7lSejSuSpFtMDTxq0aP/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Hazing
   2. [Policy 249](https://docs.google.com/document/d/150-lrRQZgrNq72wqNxj5nQgicgtPKeoG/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Bullying - Cyberbullying
   3. [Policy 252](https://docs.google.com/document/d/12MRKp7C54LWtDxnjDppEgrulcZWvGDCQ/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Dating Violence
   4. [Policy 317.1](https://docs.google.com/document/d/1ui89JBkfihK5Qma6gFTQ9fXojnyWisNT/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Educator Misconduct
   5. [Policy 339](https://docs.google.com/document/d/1AGmNoDCJtBQ-1y-lTj__em2_y3DV_rDm/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Uncompensated Leave
   6. [Policy 824](https://docs.google.com/document/d/1tfuT74a3SguQ8dowLfY4d22HvvH0stMX/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Maintaining Professional Adult/Student Boundaries
   7. [Policy 103](https://docs.google.com/document/d/1LdyhV9fr6LvyCx-ImEXT6bpCptIgmFZB/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Discrimination - Title IX Sexual Harassment Affecting Students ([Attachment 2](https://docs.google.com/document/d/1Dj5hHUKQZh72OgwjlaemWNO7Tv-5cO7o/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) and [Attachment 3](https://docs.google.com/document/d/1gqMQbcQEOkllcHR5VN4QXJNfan28d3rF/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true))
   8. [Policy 104](https://docs.google.com/document/d/1fFQTA4IG5LRklE249Ir6JUzqdta0gQYB/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Discrimination - Title IX Sexual Harassment Affecting Staff ([Attachment 2](https://docs.google.com/document/d/1Vsg9t6iY-lH6EiFHmzuWD126dA5Iz3qN/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) and [Attachment 3](https://docs.google.com/document/d/1LvuoLa7KJTVPIii99qvtycYqtzpK3DUq/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true))
   9. [Policy 003](https://docs.google.com/document/d/1kNYwQn3rhOQ4uWDFcA_iEYz4HheJoayxwXk3oyYEspo/edit?usp=drive_link) – Functions
   10. [Policy 004](https://docs.google.com/document/d/1t7E_PWzcq0eIsr3MlNk0WmhQV1hI8TV3M_bjD9NqhHI/edit?usp=drive_link) – Membership
   11. [Policy 005](https://docs.google.com/document/d/1WtVrOnbte2P03O5JkhsuqFVgIyG48EWv1DMfl8dpj_M/edit?usp=drive_link) - Organization
   12. [Policy 006](https://docs.google.com/document/d/1IL5OqEi95L-TCiElWZgKA-sLF7ow1zzcMCkssQWZ-zQ/edit?usp=drive_link) - Meetings
   13. [Policy 006.1](https://docs.google.com/document/d/1NLVn9Mgc7ADZGXREeN8YJCp5eb8f13CVG3CPjLzPelY/edit?usp=drive_link) – Attendance at Meetings via Electronic Communications
   14. [Policy 007](https://docs.google.com/document/d/1LEHSz_0xxZdfmP6R9qQz94kChwZMQShsaFSCAXq0NAM/edit?usp=drive_link) – Policy Manual Access
   15. [Policy 011](https://docs.google.com/document/d/1QkDZax6mDQkLs7UndkcPlgpP3wAfvd3BUj8ND_Rpj50/edit?usp=drive_link)- Principles for Governance & Leadership
   16. [Policy 336](https://docs.google.com/document/d/1mH82gKT9ATd-ZI8YMvZDfB3WbKF-xRkK/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true) - Personal Necessity Leave

A motion was made by \_\_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_ to approve the second reading of JOC Policies A - P.

\_\_\_\_\_Yea \_\_\_\_\_Nay \_\_\_\_\_Motion passed

1. **Rescind Policies**
   1. Policy 103.2- Policy on Non-Discrimination Based on Sex Under Title IX
   2. Policy 103.2- Policy on Non-Discrimination Based on Sex Unter Title IX- Administrative Regulations

A motion was made by \_\_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_ to

approve the second reading of JOC Policies A - B.

\_\_\_\_\_Yea \_\_\_\_\_Nay \_\_\_\_\_Motion passed

1. **Personnel**
   1. Conferences
      1. The Administration seeks approval for Mrs. Cindy Prindle, Ms. Dawn Davison, Mr.Tom Bartholomew, and 11 WMCTC students to attend the SkillsUSA State Leadership Conference on April 2-4, 2025, in Hershey, PA. The cost for the advisors will not exceed $2,500.
      2. The Administration seeks approval for two advisors, Mrs. Cindy Prindle and Mr. Tom Bartholomew, to attend the Welding Fabrication Competition with three (3) students on March 10 - 11, 2025, at Penn Tech for a total of $2,408.00
      3. The Administration seeks approval for Ms. Tina Arnt to accompany students to Philadelphia for the C-CAP final preparation on March 20, 2025, as well as the C-CAP awards dinner on April 28, 2025, with a cost not to exceed $500.
      4. The Administration seeks the approval of Mr. Craig Robinson and Mrs. Allison Stanziani to attend the Pennsylvania Association of Career and Technical Education Special Populations (PACTESP) Promoting Well-Being in Special Populations on March 10-11, 2025, at the Best Western Premier – The Central Hotel & Conference Center, Harrisburg, PA with a cost not to exceed $1,000.
   2. Retirement
      1. A letter of resignation was received on March 3, 2025, from Phillip Mest, HVAC Instructor, announcing his retirement effective August 4, 2025. Mr. Mest has been an instructor here for 24 years.
   3. Substitute
      1. The Administration seeks approval for Mrs. Christel Smith to substitute for WMCTC at the current substitute rate.

A motion was made by \_\_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_ to approve Personnel items A - C as presented.

\_\_\_\_\_Yea \_\_\_\_\_Nay \_\_\_\_\_Motion passed

1. **Finance**
   1. Approval of Cash Receipts and List of Bills ([Attachment B](https://drive.google.com/file/d/1awWudsoGQSMsZnKrGzjcSJ3WCPds9vJs/view?usp=drive_link))
   2. 2025-2026 WMCTC Proposed Budget ([Attachment C](https://docs.google.com/spreadsheets/d/1FZkdzEnXip5oxULRFn77nQMqlDHNbtu0/edit?usp=drive_link&ouid=100534056565844812064&rtpof=true&sd=true))
   3. The Administration recommends approving MVA Tax & Advisors, LLC., to perform the local audit and prepare the Annual Financial Report of Western Montgomery Career and Technology Center for the fiscal year ending June 30, 2025, at the rates presented.

2024-2025

Audit Fee $16,500.00

AFR (if desired) $ 1,500.00

Single Audit (if required) $ 4,000.00

A motion was made by \_\_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_ to approve Finance items A - C as presented.

\_\_\_\_\_Yea \_\_\_\_\_Nay \_\_\_\_\_Motion passed

1. **Other Action Items**
   1. The Administration recommends approving the TWG Security System for Classrooms for $463,751.36. A grant will cover $450,000. ([Attachment D](https://drive.google.com/file/d/1-8CiW5q9rBTGus7jHBI4b7wPkUP2k41N/view?usp=drive_link))
   2. The Administration recommends approving the purchase of a Robotic Welder for $132,170.00. $85,000 from the Competitive Equipment Grant and $47,170 from budgeted equipment funds. ([Attachment E](https://drive.google.com/file/d/1Nyxe_puRdn4SW2xNFJqPKf-ogUplr35B/view?usp=drive_link)) and ([Attachment F](https://drive.google.com/file/d/10Vt9KpNbvRF5aHhWMIx_gt-2H5fsaOfZ/view?usp=drive_link))

A motion was made by \_\_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_ to approve Other Action Items A & B as presented.

\_\_\_\_\_Yea \_\_\_\_\_Nay \_\_\_\_\_Motion passed

1. **Board Comment**
2. **Public Comment**
3. **Adjournment**

A motion was made by \_\_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_ to adjourn.

\_\_\_\_\_Yea \_\_\_\_\_Nay \_\_\_\_\_Motion passed

Meeting adjourned at \_\_\_\_\_\_\_\_\_\_.