



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes  
April 8, 2024,  
5:00 P.M. Via Zoom**

**A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held via Zoom. Mr. Keith McCarrick, the Chairperson, called the meeting to order at 5:02 P.M.**

**JOC Members**

Sarah Bieber  
Patricia Grimm  
Erica Hermans

Keith McCarrick  
John Paul Prego  
Jay Strunk  
Karen Weingarten

**Absent:**

Heidi Goldsmith  
Dr. Charles Nippert

**Guests:**

Angi Reichert  
William Soleau

**Non-Members**

Dr. David Finnerty, Superintendent, Pottsgrove  
David Livengood, Administrative Director  
Robert Rizzo, Superintendent, Spring-Ford Area S.D & WMCTC Superintendent of Record  
Craig Robinson, Principal  
Wendy Sigourney, Administrative Assistant  
Donna Wilson, Business Manager

**Solicitor**

Michelle Mintz, Esq., Fox, Rothschild, LLP

## **Agenda**

### **1. Call to Order**

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

### **2. Approval of Minutes**

A motion was made by Ms. Weingarten and seconded by Mr. Prego to approve the JOC Meeting Minutes from March 4, 2024.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
John Paul Prego	Yes	Patricia Grimm	Yes	Keith McCarrick	Yes
Erica Hermans	Yes				

Motion carried 7-0

### **3. Presentations**

1. Mr. Livengood provided a Budget Presentation to the board members. Highlights to follow.
  1. Four scenarios were presented to increase next year's district's budget.
    - Scenario #1 - Maintenance of all programs with a slight increase in supplies and materials
    - Scenario #2 - Addition of \$50,000 for safety and security
    - Scenario #3 - Addition of Assistant Principal
    - Scenario #4 - Addition of safety and security and Assistant Principal
  2. The increased amount for each district was reviewed for each scenario.
  3. A summary of each scenario for all districts and a five-year average calculation were shared.
  4. A question was raised about the value of a new vestibule (security). The main entrance disrupts the workflow of the Administrative Assistants for the Business Office and Administrative Director. It would eliminate that disruption and allow a consistent person to address students arriving late, guests entering the building, paperwork, etc. The entrance was moved when they did the remodel.
  5. There was also a question about security and whether we should consider asking a security consultant to ensure the move wouldn't hinder any current security. Mr. Livengood will contact the county for guidance.

### **4. Public Comments on Agenda Items - None**

## **5. Discussion Topics**

- A. The first discussion topic was in reference to a new grant received from Senator Pennycuick for \$150,000 to be used for our Automotive Technology program. Our proposal for the use of the funds is as follows.
1. #1 - We would like to purchase a smaller hybrid vehicle (7 passengers) to be used for smaller groups taking trips. This would eliminate the need to take a 15-passenger van.
    - We would like a Toyota Sienna Hybrid Van. It would take approximately one year to acquire and cost about \$45,000.
    - We would also add cabinetry to the Automotive Technology program for a total of \$50,000 (including the car).
    - This would provide students the opportunity to study on a car with an ADAS system.
  2. #2 - We would like to replace our three (3) (10-passenger vans). They are 2010 vehicles with low mileage, but there isn't a replacement plan for them. We would like to replace them over the next five (5) years.
- B. The final discussion topic was the opportunity with Hunter Light Duty Training Center. We partner with Hunter for the Heavy-Duty Training Center but would like to consider adding the Light-Duty.
1. We would become an ADAS Training Center, one of only 12 in the country. They have partnered with Toyota to bring the equipment to these vehicles, so we want to purchase from the Toyota line.
  2. Hunter wants to leave North Montco and use WMCTC as the training facility for both Light and Heavy-Duty vehicles. Doing this would provide us with \$338,507.76 in free equipment to train our students (minus taxes).
  3. Hunter is known for the best tools in the business, so this would be a significant benefit to our campus.
  4. Mr. McCarrick and Mr. Prego expressed that this is a win-win situation and that we should pursue moving forward.
  5. A question raised was, what will we do with our current equipment? We will place it up for auction unless we are able to reuse it.
  6. It was also asked if there was a downside to pursuing the opportunity. The response was, "No." This would provide us with the newest technology.

## **6. WMCTC Reports**

### **A. Administrative Reports**

1. Mr. Livengood
  - He plans to meet with UPS on Wednesday. UPS is looking to donate some of its fleet to us for the Diesel program.
  - The climate survey for faculty and students is out this week, and the results will be presented at May's board meeting.
  - The Co-Op banquet is this Thursday, April 11, at 6:04 pm.

2. Ms. Donna Wilson
  - She is completing the past grants. It will be nice to start fresh again. There are a few new grants, such as Mental Health and the Hunter agreement.
3. Mr. Craig Robinson
  - An update on the applications was provided.
    - Applications were due mid-March but were extended a bit due to Upper Perk's computer issue.
    - We received 386 total applications with 250 seats available.
    - In mid-April, letters to students and schools will be sent.
    - The percentage of 8th-grade student applications went up from 18% (cumulative) last year to
      - Upper Perk - 35%
      - Pottsgrove - 30%
      - Spring-Ford - 14%
    - Cosmetology had the most applications at 65.
  - Mr. Livengood will send out the application charts to the board members.
  - Comments: Numbers are only impressive if we have the seats to accommodate them. Are we looking into hiring more teachers? Not at this time. We need a bit more time to collect data to ensure we don't jump the gun.

## **B. Important Dates**

- |              |                                 |
|--------------|---------------------------------|
| 1. April 1-5 | Climate Surveys                 |
| 2. April 11  | Co-Op Banquet                   |
| 3. April 23  | In-Service                      |
| 4. May 1     | Nocti Performance/ OAC Meetings |
| 5. May 6     | JOC Meeting at 7:00 pm          |

## **7. Additional Reports**

### **A. Mr. Robert Rizzo**

1. He and Mr. Livengood met to discuss strategic plans for future growth and the capital plan.
2. They will set up a meeting with the Business Managers and Superintendents to discuss how to implement the plan and what needs to be done with our Articles of Agreement.
3. They plan to meet several times over the next several months to see how he can serve WMCTC as much as possible.
4. Exciting things are happening here, and he's glad to be a part of it.

B. Ms. Michelle Mintz, Esq., has no report.

C. C. Mr. JP Prego, JOC Secretary, has no report.

D. Other Advisory Groups

1. Personnel Advisory Group

- They met but need to get back with the Administrative and Instructional Assistants.

2. Policy Advisory Group

- This group met on Wednesday, March 27, 2024, to review Policy 903. Due to only one person in attendance, we will review that this month.

3. Facilities Advisory Group - no report

**8. Personnel**

A. Resignations

1. A letter of resignation was received on March 18, 2024, for Ms. Lucie Terkowski. Her last day of employment will be April 5, 2024.

B. Conferences

1. The administration recommends approving Heather Zornek and five students to attend the HOSA International Leadership Conference on June 25 - 30, 2024, in Houston, Texas, at a cost of \$9,900. The general fund would cover the cost of the advisor and three students at a cost not to exceed \$7,400.
2. The Administration recommends that Mrs. Stephanie German and three students attend the FCCLA National Conference in Seattle, Washington, from June 29 to July 3, 2024, at a cost not to exceed \$7,500.

C. FMLA

1. Intermittent Leave for:

- Ms. Dawn Davison, as of February 29, 2024, through the end of the school year
- Mrs. Lisa Berrodin, as of February 29, 2024, through the end of the school year
- Mr. Charles Smith, as of February 9, 2024, through the end of the school year

A motion was made by Ms. Grimm and seconded by Mr. Prego to approve the Personnel items A-C, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
John Paul Prego	Yes	Patricia Grimm	Yes	Keith McCarrick	Yes
Erica Hermans	Yes				

Motion carried 7-0

**9. Finance**

A. Approval of Cash Receipts and List of Bills

A motion was made by Ms. Grimm and seconded by Mr. Prego to approve the Financial Reports as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
John Paul Prego	Yes	Patricia Grimm	Yes	Keith McCarrick	Yes
Erica Hermans	Yes				

Motion carried 7-0

### 10. Other Action Items

- A. The Administration recommends approving the 2024-2025 School Calendar.
- B. The Administration recommends approving the Hunter Engineering Addendum to add equipment to our automotive classroom.

A motion was made by Ms. Grimm and seconded by Ms. Weingarten to approve items "A & B" as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
John Paul Prego	Yes	Patricia Grimm	Yes	Keith McCarrick	Yes
Erica Hermans	Yes				

Motion carried 7-0

- 11. **Board Comment** - Ms. Grimm shared that she was proud of our team here at WMCTC. Our enrollment is high, and students continue to be successful in receiving awards. She wanted to extend "kudos" to those who work hard every day for our students.

Mr. McCarrick shared the application rubrics with his board members, and they were very impressed. Their curriculum staff loved it.

- 12. **Public Comment** - None

### 13. Adjournment

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

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
John Paul Prego	Yes	Patricia Grimm	Yes	Keith McCarrick	Yes
Erica Hermans	Yes				

Motion carried 7-0

The meeting adjourned at 6:04 pm.

Respectfully submitted,

Mr. JP Prego, Secretary

Ms. Wendy Sigourney, Recording Secretary