



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes  
May 6, 2024,  
7:00 PM**

**A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held in the Board Room. Mr. Keith McCarrick, the Chairperson, called the meeting to order at 7:00 P.M.**

**JOC Members**

Sarah Bieber  
Heidi Goldsmith  
Erica Hermans

Dr. Charles Nippert  
Keith McCarrick  
Jay Strunk  
Karen Weingarten

**Absent:** John Paul Prego and Patricia Grimm

**Guests:** Ameera Urquia, Bryanna Wright, Samantha Swanger, Cole Wisniewski, Dylan Troncelliti, Marley Flannery, Cory Herbsleb

**Non-Members**

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**

Marc Davis, Esq., Fox, Rothschild, LLP

## **Agenda**

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

Pledge of Allegiance to the Flag  
Attendance/Roll Call

An Executive meeting was held at 6:15 pm to discuss safety and personnel issues.

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

A motion was made by Mrs. Weingarten and seconded by Mrs. Hermans to approve the JOC Meeting Minutes from April 8, 2024.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	Motion carried 7-0			

### **3. Presentations**

1. Mr. Livengood asked students from SkillsUSA, HOSA, and C-Cap to share the awards they received at the National Conferences this year.

- HOSA
  - Cory Herbsleb (PG) from Protective Services placed 1st place in Life Support Skills.
  - Marli Flannery (PG) from Biomed placed 1st in Interviewing Skills.
- SkillsUSA
  - Samantha Swanger (SF) from Protective Services placed 1st in Job Interview Skills.
  - Cole Wisniewski (SF) from Cosmetology placed 2nd in Cosmetology Skills.
- C-Cap
  - Ameera Urquia-Vargas (UP) from Culinary Arts received a one-week all-expenses-paid Summer Boot Camp at the Culinary Institute of New York at Monroe College.
  - Dylan Troncelitti (WMCA) from Culinary Arts received the Rosenblatt Scholarship of \$10,000.
  - Bryanna Wright (SF) from Culinary Arts received a full scholarship to the Culinary Institute of New York at Monroe College (\$72,488).

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

### **5. Discussion Topics**

#### **A. Budget 2024-2025 School year**

1. Scenario 1- Base Increase

2. Scenario 2- Base Increase + Safety (\$50,000)
3. Scenario 3- Base Increase + Assistant Principal
4. Scenario 4- Base Increase + Safety (\$50,000) + Assistant Principal

A conversation was held to discuss the 2024-2025 WMCTC budget. After a long discussion, it was decided that more discussions at the district level were needed, and the vote would be moved to the June 3, 2024, JOC meeting.

## 6. WMCTC Reports

### A. Administrative Reports

1. Mr. Livengood shared:
  - A reminder that the Senior Awards and Recognition Ceremony will be held on May 22, 2024, at 7:00 in the Spring-Ford High School auditorium. It will also be live-streamed this year as well.
  - Mr. Rizzo, Mr. Livengood, and the Superintendents are progressing with the Capital planning.
  - Kudos to our staff and students for their great work on the NOCTI performance testing. We are up 1% from last year (94% in competent and advanced).
2. Ms. Donna Wilson - No report.
3. Mr. Craig Robinson
  - Mr. Robinson shared the number of acceptance letters compared to the number of applicants. Highlights: We still have a large waiting list, 8th graders haven't completed the applications fully, and we have 205 new students in the fall.

### B. Important Dates

1. May 22 Senior Award Ceremony
2. May 27 School Closed/Holiday
3. May 29 New Student Orientation
4. June 3 JOC Meeting at 7:00 pm
5. June 6 Last Student Day
6. June 7 In-Service Day, Last Teacher Day, Trade-Off Day

## 7. Additional Reports

### A. Mr. Robert Rizzo

1. Shared that he attended the NTHS Ceremony on May 18th and said the speeches were top-notch and the meal was great.
2. He and Mr. Livengood are discussing concerns and trying to look at solutions that are out of the box.

### B. Mr. Marc Davis, Esq.

1. He reviewed the UPS agreement and made some comments. He feels that we are okay with moving forward, but he suggests getting physical titles for the vehicles.

### C. Mr. JP Prego, JOC Secretary, is absent, with no report.

D. Other Advisory Groups

1. Personnel Advisory Group - no report.

2. Policy Advisory Group

A. We met last Wednesday and reviewed our first policy, which is on the agenda for tonight's first reading. The process worked really well.

3. Facilities Advisory Group - no report.

E. Student Awards

1. NTHS Inductees

2. C-CAP

**8. Personnel**

A. Resignation

1. Effective immediately, a letter of resignation was received on April 22, 2024, from Mrs. Rebecca Tomlinson (Part-time Early Childhood Aid).

B. Benefits

1. The administration recommends adding Aspire as an authorized investment provider for our 403(b) plan.

C. FMLA

1. The administration recommends that the requested FMLA for Mrs. Cindy Prindle be approved from April 15, 2024, to June 9, 2024.

D. Compensation Plans

1. The administration recommends approving the Administrative Assistants Compensation Plan to go into effect July 1, 2024.

2. The administration recommends approving the Instructional Assistants Compensation Plan to go into effect July 1, 2024, along with the increase to the starting wage of \$17.50.

E. Conferences

1. The administration recommends approving Ms. Jenni King, a Chaperone, and two students to attend the SkillsUSA National Conference on June 24 - 29, 2024, in Atlanta, GA, at an expense not to exceed \$7,000.

A motion was made by Mrs. Hermans and seconded by Mrs. Weingarten to approve the Personnel items A-E, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes				

Motion carried 7-0

**9. Finance**

A. Approval of Cash Receipts and List of Bills

A motion was made by Mrs. Hermans and seconded by Mrs. Weingarten to approve the Financial items A, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	Motion carried 7-0			

- B. Administration seeks approval for the 2024-2025 WMCTC Proposed Budget Scenario 4-Base+Safety+Assistant Principal.

There was not a vote taken on this action.

- C. The administration recommends closing two inactive scholarship funds, the Bryan Etter Memorial Fund in the amount of \$14.29 and the Herb Kerchner Memorial Fund in the amount of \$8.94, into the Bruno Memorial Fund.

A motion was made by Mrs. Weingarten and seconded by Mrs. Hermans to approve the Financial items C, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	Motion carried 7-0			

**10. Policies**

- A. First Reading - 903 - Public Comments

**11. Other Action Items**

- A. The Administration recommends the approval of the 2024-2025 Textbook Inventory.
- B. The Administration recommends the approval of the Montgomery County Intermediate Unit Service Agreement at a monthly cost of \$7,500.
- C. The Administration recommends the approval of the Administrative Director, Business Manager, Maintenance Director, and Principal to attend the PACTA (Pennsylvania Association of Career & Technical Administrators) Leadership Conference for Career and Technical Education in State College, PA, on July 22-25, 2024, at an expense not to exceed \$3500.
- D. The Administration recommends accepting the contract with UPS for the Donation of vehicles for the Diesel and potentially Automotive programs.
- E. The Administration recommends approving the flooring contract for the Cosmetology Project.

A motion was made by Mrs. Goldsmith and seconded by Mr. Strunk to approve items "A & B" as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
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Keith McCarrick Yes  
Charles Nippert Yes

Erica Hermans Yes  
Motion carried 7-0

Heidi Goldsmith Yes

**12. Board Comment** - None

**13. Public Comment** - None

**14.  
Adjournment**

A motion was made by Mrs. Weingarten and seconded by Mrs. Hermans to adjourn the meeting.

Jay Strunk Yes  
Keith McCarrick Yes  
Charles Nippert Yes

Sarah Beiber Yes  
Erica Hermans Yes  
Motion carried 7-0

Karen Weingarten Yes  
Heidi Goldsmith Yes

The meeting adjourned at 8:17 pm.

Respectfully submitted,

Mr. JP Prego, Secretary

Ms. Wendy Sigourney, Recording Secretary