



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting  
February 7, 2022  
7:00 P.M.  
Board Room**

**Board Members:**

**Pottsgrove School District**

Jay Strunk  
Joe Vecchio  
Patricia Grimm

**Spring-Ford School District**

Colleen Zasowski  
Karen Weingarten  
Wendy Earle

**Upper Perkiomen School District**

Dana Hipszer  
John Paul Prego  
Keith McCarrick

**Non-Members:**

Dr. Allyn Roche, Superintendent, Upper Perkiomen S.D. & WMCTC Superintendent of Record  
Dr. David C. Finnerty, Superintendent, Pottsgrove S.D.  
Robert Rizzo, Superintendent, Spring-Ford Area S.D.  
David Livengood, Administrative Director  
Donna Wilson, Business Manager  
Mark Holtzman, Principal

**Solicitor:**

Marc Davis, Esq.  
Fox, Rothschild, LLP

## **AGENDA**

### **I. Call to Order**

- A. Approval of JOC Minutes of January 3, 2022 Meeting (**Appendix A**)
- B. Approval of JOC Reorganization Minutes of January 3, 2022 Meeting (**Appendix A**)

### **II. Administrative Director Discussion/Information Items**

- A. Contract Renewals
- B. Renovation Projects & Building Updates
- C. ESSER Funding

### **III. Public Comments on Agenda Items**

### **IV. Presentations**

- A. WMCTC Data (**Appendix B**)
- B. CLNA Data (**Appendix C**)

### **V. Committee Reports**

- A. Superintendent of Record's Report - Dr. Allyn Roche
- B. Business Manager's Report - Ms. Donna Wilson
- C. Principal's Report - Mr. Mark Holtzman
- D. Board Secretary's Report - Mr. Keith McCarrick
- E. Solicitor's Report - Mr. Marc Davis, Esq.

### **VI. Action Agenda**

#### A. Personnel:

#### 1. Cosmetology Salon Summer Hours:

The Administration recommends approving the WMCTC Cosmetology Salon to be open during Summer 2022 with limited hours and by appointment only.

#### 2. Appointments:

The Administration recommends approving the appointment of Christel Smith as Instructional Assistant, effective February 1, 2022. Compensation is set at \$14.50/hr with benefits.

#### 3. Emergency Instructional Time: (Appendix D)

The Administration recommends approving the Emergency Instructional Time Template as presented in Appendix D.

#### 4. Hiring Authority:

The Administration recommends approving authority be granted to the Superintendent of Record/Administrative Director of Western Montgomery CTC to appoint qualified personnel to vacant positions during the period of February 8th, 2022 until the next regularly scheduled board meeting on March 7th, 2022.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Personnel as presented.

**B. Policies: (Appendix E)**

The Administration recommends approving the PSBA Policy Maintenance Program Participation Agreement as presented in Appendix E.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Policies as presented.

**C. Finance:**

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

The Administration recommends approving the Cash Receipts and List of Bills as shown in Appendix F.

**2. Annual Financial Report: (Appendix G)**

The Administration recommends approving the Annual Financial Report for year ending June 30, 2021, as presented in the Basic Financial Statements prepared by Hutchinson, Gillihan & Freeh, P.C. as shown in Appendix G.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Finance as presented.

**D. Student Conferences/Field Trips:**

The Administration recommends approving Rock Durant, Welding Instructor, 17 students and 2 chaperones to attend a day field trip on March 3rd, 2022, to visit Miller Training Center at 7190 N Park Drive, Pennsauken NJ, 08109, to see the newest equipment in welding and fabrication.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Student Conferences/Field Trips as presented.

**VII. New Business**

**VIII. Public Comments on Non-Agenda Items**

**IX. Adjournment**