



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting
May 2, 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 April 4, 2022 Meeting (**Appendix A**)

II. Administrative Director Discussion/Information Items

III. Public Comments on Agenda Items

IV. Presentations

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. Resignations:

- a. The Administration recommends approving the resignation of Edward Plowfield, Facilities Manager, effective May 3, 2022.
 - b. The Administration recommends approving the resignation of Rachel Hetzel, Director of Technology, effective June 3, 2022.

- 2. Supplemental Contracts:

The Administration recommends approving Evan Ducko, Electrical Occupations Instructor, Jenni King, Cosmetology Instructor, and Angela Reichert, Cosmetology Instructor, for curriculum development during the summer months of 2022, not to exceed 80 hours combined for the 2022-2023 school year at the rate of \$44.00/hr.

Motion by _____, seconded by _____ to approve the Personnel as presented.

- B. 2022-2023 Budget: ([Appendix B](#))

The Administration recommends approving the 2022-2023 budget as shown in Appendix B.

Motion by _____, seconded by _____ to approve the 2022-2023 Budget as shown as presented.

- C. 2022-2023 Administration Calendar: ([Appendix C](#))

The Administration recommends approving the 2022-2023 Administration Calendar as shown in Appendix C.

Motion by _____, seconded by _____ to approve the 2022-2023 Administration Calendar as presented.

D. 2022-2023 Textbook Inventory: (**Appendix D**)

The Administration recommends approving the 2022-2023 Textbook Inventory as shown in Appendix D.

Motion by _____, seconded by _____ to approve the 2022-2023 Textbook Inventory as presented.

E. 2022-2023 Panel of Physicians: (**Appendix E**)

The Administration recommends approving the 2022-2023 Panel of Physicians for Workers Compensation Premium Credit as shown in Appendix E.

Motion by _____, seconded by _____ to approve the 2022-2023 Panel of Physicians as presented.

F. Flexible Instruction Day: (**Appendix F**)

The Administration recommends approving Flexible Instruction Day Program, available to public school entities to be used as an alternative approach to delivering instruction if a circumstance arises that prevents instruction in the customary manner, as shown in Appendix F.

Motion by _____, seconded by _____ to approve the Flexible Instruction Day Program as presented.

G. Field Trips/Conferences:

1. PACTA Conference:

The Administration recommends the approval of David Livengood, Administrative Director and Mark Holtzman, Principal, to attend the PACTA (Pennsylvania Association of Career & Technical Administrators) Conference for Career and Technical Education: Leadership for Success held in State College, PA, from July 25-28 2022, for an approximate cost of \$1,170.00.

2. HOSA Conference:

The Administration recommends the approval of Heather Zornek, Dental Occupations Instructor, and 1 student to attend the HOSA International Leadership Conference in Nashville, TN, from June 21 to June 26, 2022 for an approximate cost of \$2,100.00. Cost includes advisor only, to be paid by WMCTC. The student will pay for themselves.

3. PDAC Conference:

The Administration recommends the approval of David Livengood, Administrative Director, to attend the PDAC (Directors' Academy and Advisory Committee) Meeting in Philadelphia, PA, from June 9-10, 2022. Costs covered by Temple University.

4. Dental Occupations Field Trip:

The Administration recommends approving Heather Zornek, Dental Occupations Instructor, and 5 students to attend a day field trip on May 26th, 2022, to visit the Museum of Dentistry at 31 S Greene St, Baltimore, MD 21201.

Motion by _____, seconded by _____ to approve Field Trips/Conferences as presented.

H. Agreements: (Appendix G)

The Administration recommends approving the Monitor Agreement for David Livengood, Administrative Director, to become an Approved Program Evaluation (APE) Volunteer for the Pennsylvania Department of Education for Public School Code of 1949 (24 P.S. §18-1803) and Chapter 339 Career and Technical Education Standards, as shown in Appendix G.

Motion by _____, seconded by _____ to approve Agreements as presented.

I. Contracts:

1. ICS Facilities Contract: (Appendix H)

The Administration recommends approving the proposed contract from ICS Facilities to develop a facility assessment and assist with long range capital planning efforts as shown in Appendix H.

2. Go2 Service Contract: (Appendix I)

The Administration recommends approving the Annual Service Contract and Service Agreement Rate Card from Go2 as shown in Appendix I.

3. PSBA Membership Renewal: (Appendix J)

The Administration recommends approving the Annual PSBA Membership Renewal for Policy Maintenance for 2022-2023 as shown in Appendix J.

Motion by _____, seconded by _____ to approve Contracts as presented.

J. Finance:

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

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

2. Transfer of Funds:

The administration recommends the approval of the transfer of funds in the amount of \$326,765.15 from the House Project to the General Fund and close out the House Project fund. The funds will be used for maintenance projects in the building.

Motion by _____, seconded by _____ to approve Finance as presented.

VII. New Business

VIII. Public Comments on Non-Agenda Items

IX. Adjournment