



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting  
March 6, 2023  
7:00 PM  
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 Meeting Minutes of February 6, 2023. ([Appendix A](#))

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

- A. March 2, 2023 - Skills over Stereotypes
- B. March 7, 2023 - Don Bray will be at the Governor's Address and Reception
- C. March 14, 2023 - Senator Muth Visit at 1:00 PM
- D. March 17, 2023 - Representative Scheuren Visit at 11:00 AM
- E. March 30, 2023 - Perkins Regional Workshop hosted here for PDE
- F. [Health and Safety Plan](#)

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

### **IV. Presentations**

- A. Budget

### **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. Appointments:

- a. The Administration recommends approving the appointment of Rebecca Tomlinson, Instructional Assistant for Early Childhood Education, at \$14.50. Anticipated start date as soon as paperwork is complete.

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

- B. Finance:

- 1. Cash Receipts and List of Bills: ([Appendix B](#))

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

- 2. Annual Financial Audit Fees for 2023-2024: ([Appendix C](#))

The Administration recommends approving Hutchinson, Gillahan & Freeh, P.C., Certified Public Accountants, 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, 2023 at the rates presented as shown in Appendix C.

	<u>2023-2024</u>
Audit Fee	\$11,500.00
AFR (if desired)	\$ 1,350.00
Single Audit (if required)	\$ 4,000.00
Hourly Rate for additional services	\$ 150.00

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

C. Agreements:

1. The Administration recommends approving WMCTC to enter into a contract with BCTE Technical Assistance Program for the 2023-2024 school year. ([Appendix D](#))
2. The Administration recommends approving WMCTC to enter into a Memorandum of Understanding with Penn College Dual Enrollment for the 2023-2024 school year. ([Appendix E](#))

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the motion as presented.

**VII. New Business**

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

**IX. Adjournment**