

Joint Operating Committee

77 Graterford Road
Limerick, Pennsylvania 19468
Phone 610 – 489-7272
www.westerncenter.org



REGULAR MEETING OF WESTERN MONTGOMERY CAREER & TECHNOLOGY CENTER
Monday, March 4, 2024
7:00 PM in the Boardroom
AGENDA

1. Call to Order

- A. Pledge of Allegiance to the Flag
- B. Attendance/Roll Call
- C. Executive Meeting

2. Approval Minutes from 2/5/2024

- A. Approval of JOC Minutes of February 5, 2024 Meeting. ([Attachment A](#))

Motion by _____, seconded by _____ to approve the JOC Meeting Minutes from 2/5/2024.

3. Presentations

- A. Admission Process at WMCTC

4. Public Comment to Address Agenda Items Only

5. WMCTC Reports

A. Administrative Reports

- 1. Administrative Director (Mr. David Livengood)
- 2. Business Manager (Mrs. Donna Wilson)
- 3. Principal (Mr. Craig Robinson)

B. Important Dates

- | | |
|--------------|---------------------------------|
| 1. March 27 | Snow Make Up Day |
| 2. March 28 | School Closed/Holiday |
| 3. March 29 | School Closed/Holiday |
| 4. April 1 | No 10-Month Employees |
| 5. April 4 | NOCTI Performance Day |
| 6. April 1-5 | Climate Surveys |
| 7. April 8 | JOC Meeting at 5:00 pm via Zoom |

6. Additional Reports

- A. Superintendent of Record (Mr. Robert Rizzo)
- B. Solicitor's Report (Mr. Marc Davis, Esq.)
- C. Board Secretary's Report (Mr. JP Prego)
- D. Other Advisory Groups
 - 1. Personnel - Erica Hermans, Jay Strunk, Keith McCarrick
 - 2. Policy - Patti Grimm, Heidi Goldsmith, Sarah Beiber
 - 3. Facilities - JP Prego, Karen Weingarten, Charles Nippert
- E. Student Awards
 - 1. Students of the Quarter ([Attachment B](#))
 - 2. SkillsUSA Awards ([Attachment C](#))
 - 3. C-CAP Awards ([Attachment D](#))

7. Personnel

- A. Conferences
 - 1. The Administration seeks approval for Mrs. Cindy Prindle, Ms. Dawn Davison, Mr. Sean English, and 6 WMCTC students to attend the SkillsUSA State Leadership Conference on April 3-5, 2024, in Hershey, PA. The cost for the advisors will not exceed \$1,353.

Motion by _____, seconded by _____ to approve Personnel motions A as presented.

8. Finance

- A. Approval of Cash Receipts and List of Bills ([Attachment E](#))
- B. Annual Financial Audit Fees for 2023-2024: ([Attachment F](#))

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, 2025 at the rates presented.

	<u>2024-2025</u>
Audit Fee	\$12,500.00
AFR (if desired)	\$ 1,500.00
Single Audit (if required)	\$ 4,500.00
Hourly Rate for additional services	\$ 175.00

Motion by _____, seconded by _____ to approve Finance motions A & B as presented.

9. Other Action Items

- A. The Administration recommends approving the WMCTC 2024-2027 Comprehensive Plan. ([Attachment G](#))
- B. The Administration recommends approving a change to March 27, 2024, from a Spring Break Holiday for faculty and students to an in-session day. ([Attachment H](#))
- C. The Administration recommends approving the review of the WMCTC Health and Safety Plan as required by the Pennsylvania Department of Education as presented. (Last reviewed on 9/11/2023) ([Attachment I](#))

Motion by _____, seconded by _____ to approve Other Actions A-C as presented.

10. Board Comment

11. Public Comment

12. Adjournment

Motion by _____, seconded by _____, to adjourn the JOC meeting.