



**77 Graterford Road
Limerick, PA 19468**

**Joint Operating Committee Meeting
January 6, 2020
7:00 P.M.
Board Room**

Joint Committee Meeting - January 6, 2020

A Meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held at 77 Graterford Road, Limerick, PA on January 6, 2020. Mr. Cunningham, Chairperson, called the meeting to order at 7:15 P.M. following the Reorganization Meeting.

JOC Members:

Ashley Custer	Thomas DiBello	Steven Cunningham
Patricia Grimm	Christina F. Melton	Kerry Drake
Robert Lindgren	Colleen Zasowski	Keith McCarrick

Non-Members present:

Dr. William R. Shirk, Superintendent, Pottsgrove S.D. & WMCTC Superintendent of Record
Christopher Moritzen, Administrative Director
Donna Wilson, Business Manager
Rachel Hetzel, IT Director
Don Bray, Automotive Technology Instructor
Marc Davis, Esq., Solicitor

A motion was made by Mr. McCarrick and seconded by Ms. Custer to approve the JOC Meeting Minutes of November 4, 2019.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Christina F. Melton	Yes	Kerry Drake	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 9-0

II. Administrative Director Discussion/Information Items

Mr. Moritzen reported:

A. Open House:

This was the most highly attended Open House. As of now, we have about 195 online applications and our numbers continue to flourish.

B. ACTE National Convention:

Mr. Moritzen and Mr. Bray presented at the ACTE National Convention in Anaheim, CA. They presented on the WMCTC's marketing, recruitment and branding of CTE's. The conference held 500 guests total and 200 guests attended their presentation. They had 30 follow-up emails from schools that are interested in our school's branding, marketing and recruitment strategies.

C. 2020/2021 Budget (Presentation in March TBD):

No report

D. Summer Camps:

We are finalizing the teacher's dates and programs being held. Summer Camp will be held the second and third weeks in July.

III. Public Comments on Agenda Items - None

IV. Presentations

Don Bray & students who attended SEMA reported their personal experiences and takeaways from the SEMA Conference.

V. Committee Reports

Superintendent of Record's Report - Dr. Shirk welcomed Mr. Moritzen and WMCTC Staff back from the Water Main Break and Boil Water Advisory. He stated that we did a great job assessing the situation, getting kids back safely to their sending schools and for making necessary adjustments the day after we got back to school. He noted it is important to recognize our own in these situations.

Business Manager's Report - Ms. Donna Wilson - None

Principal's Report - Mr. Dan Chominski - None

Board Secretary's Report - Mr. Keith McCarrick - None

Solicitor's Report - Mr. Marc Davis, Esq. - None

VI. Action Agenda

A motion was made by Ms. Grimm and seconded by Mr. McCarrick to: approve the substitute rate increases as presented.

Approving an increase to the daily substitute rate as follows:

Day 1- 15 \$110

Day 16 - 30 \$115

Day +30 \$120

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Christina F. Melton	Yes	Kerry Drake	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 9-0

Mrs. Melton asked what the rates were moving from. Mr. Moritzen responded the rates were moving from \$95 because we are at the lowest end of rates, we're struggling to get substitutes and we want to have competitive rates.

**A motion was made by Mr. McCarrick and seconded by Dr. Drake to:
approve all of B. Conferences/Student Competitions as presented.**

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Christina F. Melton	Yes	Kerry Drake	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 9-0

B1. Approving Christopher Moritzen, Director, to attend and present at the 29th Annual PACTA Symposium: Pathways to Career Readiness Conference at the Hershey Lodge Convention Center on February 13 & 14, 2020 for an approximate cost of \$100.

B2. Approving Stephanie German, Early Childhood Education Instructor, and 5 students to attend the Family Career and Community Leaders of America (FCCLA) State Leadership Conference at the Seven Springs Mountain Resort, Seven Springs, PA on March 30 - April 1, 2020 for an approximate cost of \$2,209.00, which will be paid through fundraising with no cost to WMCTC. One Advisor will be attending for the approximate cost of \$450.00.

B3. Approving up to 4 Administrators/Staff and up to 10 students to attend SEMA in 2021. To be paid for through fundraising.

**A motion was made by Mr. McCarrick and seconded by Mr. Cunningham to:
Approve C. Finance in Appendix B as presented.**

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Christina F. Melton	Yes	Kerry Drake	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 9-0

**A motion was made by Mr. McCarrick and seconded by Mr. Cunningham to:
Approve D. Equipment Purchase in Appendix C as presented.**

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Christina F. Melton	Yes	Kerry Drake	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 9-0

Mr. McCarrick asked for an explanation of equipment presented. Mr. Moritzen explained what each is for and asked Ms. Hetzel to further explain the Health Science simulator in greater detail. Ms. Hetzel explained what the simulator does and that it is needed because the current equipment is ten years old. It is noted that the Specialty Rigging is presented but not noted as a bullet point on agenda.

VII. New Business - None

VIII. Public Comments on Non-Agenda Items - None

IX. Adjournment

A motion was made by Mr. Cunningham and seconded by Ms. Grimm to adjourn the meeting.

Ashley Custer	Yes	Thomas DiBello	Yes	Steven Cunningham	Yes
Patricia Grimm	Yes	Christina F. Melton	Yes	Kerry Drake	Yes
Robert Lindgren	Yes	Colleen Zasowski	Yes	Keith McCarrick	Yes

Motion carried 9-0

The meeting was adjourned at 7:55 P.M.

Respectfully submitted,



Mr. Keith McCarrick, Secretary
Melissa Kane, Recording Secretary