



**77 Graterford Road  
Limerick, PA 19468**

**Joint Operating Committee Meeting Minutes  
June 3, 2024,  
7:00 PM**

**A meeting of the Joint Committee of the Western Montgomery Career and Technology Center was held in the Board Room. Mr. Keith McCarrick, the Chairperson, called the meeting to order at 7:39 P.M.**

**JOC Members**

Sarah Bieber  
Heidi Goldsmith  
Erica Hermans  
Keith McCarrick

Dr. Charles Nippert  
JP Prego  
Jay Strunk  
Karen Weingarten

**Absent:** Patti Grimm

**Guests:** Anthony Goldsmith

**Non-Members**

David Livengood, Administrative Director  
Robert Rizzo, Superintendent, Spring-Ford Area S.D & WMCTC Superintendent of Record  
Craig Robinson, Principal  
Wendy Sigourney, Administrative Assistant  
Donna Wilson, Business Manager

**Solicitor**

Marc Davis, Esq., Fox, Rothschild, LLP

## **Agenda**

### **1. Call to Order**

Pledge of Allegiance to the Flag  
Attendance/Roll Call

An Executive meeting was held at 6:15 pm to discuss personnel issues.

### **2. Approval of Minutes**

A motion was made by Mrs. Weingarten and seconded by Mrs. Hermans to approve the JOC Meeting Minutes from May 6, 2024.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

### **3. Presentations**

- A. Mr. Livengood presented the survey results from the Student and Staff Climate surveys, which were compared to last year's numbers. Since the chart is done in percentages, it was suggested that last year's numbers be in percentages as well so that they're more comparable.
- B. Mr. Livengood and Mr. Robinson presented the survey results from the School Safety and Security survey. An executive session was called to review this data. Reportable incidents were reviewed and the solutions for resolving the issues. WMCTC offered multiple areas of training and security upgrades were reviewed in the presentation.

### **4. Public Comments on Agenda Items - None**

### **5. Discussion Topics - None**

### **6. WMCTC Reports**

#### **A. Administrative ReportsAdministrative Reports**

##### **1. Mr. Livengood**

- He reported that our auction went well, with only six items not selling. COS will have its furniture auction on Friday. We were offered overstocked items from a local company that we will use for our programs, and the items not needed will be auctioned off.
- He thanked Mr. Rizzo for allowing us to use Spring-Ford for the senior awards and Recognition Ceremony. The venue was great.
- He conveyed that our summer work plan will begin and be completed by the end of June (COS Lab and lighting.)

##### **2. Ms. Donna Wilson - No report**

3. Mr. Craig Robinson

- He thanked the JOC members for allowing him to grow in his position. Mr. McCarrick responded that they were happy with what was taking place.

**B. Important Dates**

- |             |   |
|-------------|---|
| 1. June 6   | Last Student Day                                |
| 2. June 7   | In-Service Day, Last Teacher Day, Trade-Off Day |
| 3. July     | No JOC Meeting                                  |
| 4. August 5 | JOC Meeting                                     |

**7. Additional Reports**

A. Mr. Robert Rizzo

1. The awards ceremony went well and it was a great evening. He indicated that he sent out a questionnaire for Mr. Livengood's evaluation.

B. Mr. Marc Davis, Esq. - No report

C. Mr. JP Prego, JOC Secretary, is absent, with no report.

D. Other Advisory Groups

1. Personnel Advisory Group - No report
2. Policy Advisory Group - No report
3. Facilities Advisory Group - No report

E. Student Awards

1. Senior Awards & Recognition

- A. Pottsgrove
- B. Spring-Ford
- C. Upper Perkiomen

**8. Personnel**

A. Resignation

1. Effective June 7, 2024, a letter of resignation was received on May 20, 2024, from Mrs. Erin Romberger, Sports Medicine Instructor.

A motion was made by Mrs. Weingarten and seconded by Mr. Prego to approve Personnel resignation as stated.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

B. Salaries

1. The Administration recommends approving the Administrative and Support Staff salaries for the 2024-2025 school year.

A motion was made by Mrs. Hermans and seconded by Mrs. Weingarten to amend the salaries for the support staff to be based on their agreement and for the Administration to be based on merit plus 2%.

A motion was made by Mr. Prego and Mrs. Weingarten to approve the amended item.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

#### C. Hiring Authority

1. The Administration recommends authority be granted to the Superintendent of Record of Western Montgomery CTC and Administrative Director to appoint qualified personnel to a vacant teacher, support, and other positions as needed during the period of June 4, 2024, until the next regularly scheduled JOC meeting on August 7, 2023.

#### D. Supplemental Contracts

1. The Administration recommends approving supplemental contracts for Candice Landis and Julia Powers, School Counselors, for approximately 5 days, no more than forty hours each, at \$44.88 per hour per Teacher's Contract, for the summer of 2024- 2025 school year, to manage admission concerns and respond to student needs over the summer.
2. The Administration recommends approving a supplemental contract for Barb Muller for no more than twenty-five hours over the summer at \$44.88 per hour per Teacher's Contract for the 2024-2025 school year to coordinate with Co-Op employers.
3. The Administration recommends approving a \$2,000 stipend for Cindy Prindle as Perkins Coordinator for the 2024-2025 school year.
4. The Administration recommends approving a supplemental contract for Donald Bray and William Soleau, no more than 100 hours each, at \$44.88 per hour per Teacher's Contract, for the Summer Starting in July of the 2024-2025 school year, to install new cabinets and set up Hunter equipment in our automotive program.
5. The Administration recommends approving a supplemental contract for Harry McGinnis, no more than 100 hours, at \$44.88 per hour per Teacher's Contract, for the Summer Starting in July of the 2024-2025 school year, to install new lights in our Diesel and Welding programs under the supervision of Chad Heffner our Maintenance Director.
6. The Administration recommends approving a supplemental contract for Phil Mest, no more than 100 hours, at \$44.88 per hour per Teacher's Contract, for the Summer Starting in July of the 2024-2025 school year, to do preventative maintenance on the HVAC rooftop units under the supervision of Chad Heffner our Maintenance Director.

A motion was made by Mr. Prego and seconded by Mr. Strunk to approve the Personnel items C-D, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

## 9. Finance

### A. Approval of Cash Receipts and List of Bills

A motion was made by Mr. Prego and seconded by Mr. Strunk to approve the Financial items A, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

### B. Administration seeks approval for the 2024-2025 WMCTC Proposed Budget Scenario 1-Base.

A motion was made by Mrs. Hermans and seconded by Mrs. Goldsmith to amend the Financial items B, as presented to now include Budget Scenario 2 (Base and Security).

A motion was made by Mrs. Hermans and Mr. Strunk to approve the amended item.

Jay Strunk	No	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	No	JP Prego	Yes	Motion carried	6-2

### C. Budget Transfers

1. The Administration recommends approving the necessary 2023-2024 budget transfers to become part of the June 3, 2024 meeting minutes as determined by the Business Administrator upon completion of the audit; payment of properly contracted services through June 30, 2024; and acceptance of non-resident tuition for secondary students for the 2024-2025 school year upon receipt of the required documentation from the non-participating school district.

A motion was made by Mr. Prego and seconded by Mrs. Weingarten to approve the Financial items C, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes

Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0
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#### D. Bills

1. The Administration recommends approving paying WMCTC bills to the extent that the payments reflect a budgeted expense. This will include purchases related to any current grant following all quote and bid guidelines required by the grant. Any action taken by the Administrative Director/Superintendent of Record in accordance with this authorization shall be deemed to be the action of this JOC. Such action shall be confirmed by the JOC at the August 5, 2024, JOC meeting.

A motion was made by Mr. Prego and seconded by Mrs. Goldsmith to approve the Financial itemsD, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

### 10. Policies

#### A. Second Reading - 903 - Public Comments

A motion was made by Mrs. Goldsmith and seconded by Mrs. Hermans to approve the Policy item A, as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

### 11. Other Action Items

- A. The Administration recommends approving the Local Advisory Committee Membership List for 2024-2025.
- B. The Administration recommends approving the Perkins Memberships List for 2024-2025.
- C. The Administration recommends approving the Fox Rothschild Retainer Agreement for Solicitor for the 2024-2025 school year at the rate of \$3,850 per quarter.
- D. The Administration recommends approving the 2024-2025 C-CAP Philadelphia agreement with WMCTC.

- E. The Administration recommends approving the painting agreement with PR Painting for Cosmetology in June (\$15,197.50) and Health and P.E., Culinary, Computer Lab, Lobby, Diesel Shop Locker Room, Transportation Computer Lab, and Autoshop, to be completed in July (\$35,141.50).
- F. The Administration recommends approving the Charlestown Landscaping contract for \$27,317 from July 1, 2024, to August 1, 2025.

A motion was made by Mr. Prego and seconded by Mr. Strunk to approve items A - F as presented.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

**12. Board Comment** - Mr. Keith McCarrick thanked everyone for all they have done this year.

**13. Public Comment** - None

**14.  
Adjournment**

A motion was made by Mr. Prego and seconded by Mrs. Weingarten to adjourn the meeting.

Jay Strunk	Yes	Sarah Beiber	Yes	Karen Weingarten	Yes
Keith McCarrick	Yes	Erica Hermans	Yes	Heidi Goldsmith	Yes
Charles Nippert	Yes	JP Prego	Yes	Motion carried	8-0

The meeting adjourned at 8:38 pm.

Respectfully submitted,

Mr. JP Prego, Secretary

Ms. Wendy Sigourney, Recording Secretary