

# JOINT OPERATING COMMITTEE

## MINUTES

OCTOBER 2, 2019

The meeting was called to order by Louis Mason, Chairperson, at 6:35 p.m. in the Board Room of Central Montco Technical High School. The Pledge of Allegiance was recited.

PRESENT: Alice Budno Hope  
Eric Elvanian  
Maggie Philips, Esq., Treasurer  
Eunice Franklin-Becker  
Shae Ashe  
Louis Mason, Chairperson

ABSENT: Mel Brodsky  
Felix Raimondo, Vice Chairperson  
George Kennedy

ALSO PRESENT: Seth Schram, Director  
Charles J. Braun, Supervisor of Business Operations  
Larry Byron, Special Projects, Technology & Operations Supervisor  
Christopher Dormer, Superintendent of Record  
Marilyn Monastero, J.O.C. Secretary  
Mark Fitzgerald, Esq., Solicitor

GUESTS: Michael Melnyk  
Andrea Wilson  
Oscar Etheridge

### MINUTES

MOTION: 1. To approve the minutes of September 4, 2019.

Above motion #1 was moved by Mrs. Philips and seconded by Mr. Ashe.  
Membership Polled. All in Favor. Motion Carried.

### TREASURER'S REPORT

MOTION: 2. To approve the following:  
a. Pages 1 through 12 of the August 31, 2019 Treasurer's Report for file and audit.  
b. September 30, 2019 General Fund Disbursements, Check #8386 through #8480, voided check #8326, ACH payments and electronic transfers in the amount of \$893,439.96. (Pages 13 and 13a)

Above motion #2 was moved by Mrs. Philips and seconded by Mr. Elvanian.  
Membership Polled. All in Favor. Motion Carried.

DIRECTOR'S REPORT

MOTION: 3. To approve Local Advisory Committee for 2019-2020 school year. (Att. #1)

4. To employ the following individual:

Name:	Deja Johnson
Position:	Instructional Assistant
Status:	Full-time/190 days
Effective Date:	September 11, 2019
Hourly Rate:	\$21.00
Benefits:	As stated in the current ESPA Support Staff Agreement

5. To approve attendance of Dr. Angela King, Alissa Messina and student Evelyn Romero at the Washington Leadership Training Institute on September 21 to 25, 2019 at a cost not to exceed \$1515.00. (Attachment #2)

6. To approve the 2019-2020 Memorandum of Understanding between Career and Technical Centers and Sending School Districts and the Bureau of Career and Technical Education for Participation in the BCTE Technical Assistance Program. (Attachment #3)

7. To approve attendance of SkillsUSA and HOSA youth club officers and advisors at the leadership conference at Pocono Manor, Mt. Pocono, PA. (Attachment #4)

Program:	SkillsUSA and HOSA Youth Clubs
Destination:	Pocono Manor - Mt. Pocono, PA
Purpose:	Provide leadership training to officers of the student youth clubs
Date:	November 13 -15, 2019
Time:	Depart November 6 at 6:30 a.m. Return Nov. 8 at 2:00 p.m.
Students:	40
Chaperones:	Troy Madden, David Ayres, Angie King and Alissa Messina
Transportation/Cost:	School Bus/\$640.00
<b>Anticipated Cost:</b>	<b>\$11,000.00 - includes conference fees and meals</b>

8. To approve out-of-district students on a tuition basis for the 2019-2020 school year:

Name		Program	Grade	School
Armpriester	Samantha	Early Childhood	12	Harriton
Bakula	Stefan	Video, Sound & Music	10	Lower Merion
Beasley	Joelle	Video, Sound & Music	10	Lower Merion
Canales			11	
Manzanares	Alejandro	Building Trades		Lower Merion
Catapano	John	Auto Tech	12	Lower Merion
Colbert	Micah	Collision	12	Lower Merion
Corgliano	Lola	Cosmetology	12	Lower Merion
Craig	Michaela	Building Trades	11	Lower Merion
Crosbie	Nicolas	Video, Sound & Music	11	Lower Merion
Davis	Wilson	Allied Health	11	Lower Merion
DiCicco	Matthew	Collision	12	Harriton
DiCriscio	Luca	Visual Comm.	10	Lower Merion
Dion	Sebastien	Building Trades	11	Lower Merion
Dutwin	Aidan	Video, Sound & Music	11	Lower Merion
Eisner	Jamie	Cosmetology	11	Harriton
Fields	Cameron	Video, Sound & Music	12	Lower Merion
Fiorentino	Hanna	Health Care Sciences	11	Lower Merion
Francis	Giana	Baking	11	Lower Merion
Glickman	Olivia	Cosmetology	12	Lower Merion
Grazier	Thomas J.	Building Trades	11	Harriton
Haynes	Arnold	Video, Sound & Music	11	Lower Merion
Herrenkohl	Daniel	Teacher Academy	12	Harriton
Ho	Victor	Culinary	12	Lower Merion
LaPorte	Joseph	Building Trades	12	Lower Merion
Palmer	Donjae	Culinary	12	Lower Merion
Potluri	Sujith	Networking	11	Harriton
Roland Harcourt	Samuel	Video, Sound & Music	11	Lower Merion
Rollins	Eyani	Health Care Sciences	12	Lower Merion
Rossa	Gianna	Baking	11	Lower Merion
Ryan	Shenille	Health Care Sciences	12	Lower Merion
Seelig	Todd	Networking	12	Harriton
Shmulevich	Raphael	Auto Tech	11	Harriton
Steerman	Justin	Visual Comm.	11	Harriton
Vargas Antunes			12	
Coimbra	Maria	Visual Comm.		Lower Merion
Willette	Luke	Health Care Sciences	11	Lower Merion
Winkler	Jackson	Visual Comm.	12	Harriton
Wojnilower	Levi	Visual Comm.	11	Lower Merion
Pantellas	Augustus	Landscaping	12	Marple Newtown

9. To approve the following educational activities:

- (Att. #5) Program: Building Trades  
Destination: Greater Philadelphia Expo - Oaks, PA  
Purpose: Construction Fair  
Date: Tuesday, October 22, 2019  
Time: 8:30 a.m. to 2:00 p.m.  
Chaperones: David Ayres, Amy DeLellis and Kendall Wilson  
No. of Students: 50  
Transportation/Cost: School Bus/\$285.0
- (Att. #6) Program: Health Care Sciences/Allied Health  
Destination: Montgomery County Community College  
Blue Bell, PA  
Purpose: Expo activities/exposure to opportunities  
Date: Tuesday, September 24, 2019  
Time: 8:15 a.m. to 11:30 a.m.  
Chaperones: Kathy Glacken, Connie Price, Jacqui Gilkey  
and Katie MacLuckie  
No. of Students: 65  
Transportation/Cost: School Bus/\$235.00
- (Att. #7) Program: Allied Health  
Destination: Drexel College of Medicine, Phila., PA  
Purpose: Tour/observe cadaver lab  
Date: Thursday, November 7, 2019  
Time: 9:00 a.m. to 2:00 p.m.  
Chaperones: Connie Price and Jacqui Gilkey  
No. of Students: 26  
Transportation/Cost: School Bus/\$285.00
- (Att. #8) Program: Teacher Academy/Early Childhood Education  
Destination: Montgomery County Community College  
Blue Bell, PA  
Purpose: College Tour/Dual Enrollment opportunity  
Date: Monday, October 21, 2019  
Time: 10:30 a.m. to 2:30 p.m.  
Chaperone: Debora Broderick  
No. of Students: 9 Teacher Academy/2 Early Childhood Education  
Transportation: Some drive and others with instructor
- (Att. #9) Program: Building Trades  
Destination: Phila. Electrical Expo, King of Prussia PA  
Purpose: Lectures on code, safety and new products  
Date: Wednesday, October 23, 2019  
Time: 9:00 a.m. to 5:00 p.m.  
Chaperone: Jerrold Mackereth  
No. of Students: 8  
Transportation: School Van

(Att. #10)	Program:	Various
	Destination:	Fabric Workshop & Museum – Philadelphia
	Purpose:	Visual Teaching Philosophy Project
	Dates:	October 29, 2019 and April 14, 2020
	Time:	8:00 a.m. to 2:00 p.m.
	Chaperones:	Debora Broderick, Eileen Lawler, Fred McCarthy and Marcus Branch
	No. of Students:	42
	Transportation:	School Bus paid through grant

Above motions #3 through #9 were moved by Mrs. Philips and seconded by Mrs. Hope.  
Membership Polled. All in Favor Motion Carried.

#### ADMINISTRATIVE REPORTS

Dr. King reported that many career awareness tours are being scheduled through home school staff in an effort to help with college and career readiness indicators.

Larry Byron has been busy working on cyber security and researching the maintenance cleaning process in an effort to save costs.

#### SUPERINTENDENT'S REPORT

Chris Dormer reported:

- Attended two sessions of the Mental Health Consortium and information will be very valuable
- Hoping for a December 20<sup>th</sup> release of Future Ready Index
- Planning 2020-2021 budget
- Eisenhower Middle School staff will be presenting at the PSBA Leadership Conference

#### SOLICITOR'S REPORT

Mark Fitzgerald updated the committee on the status of the easement project. Mrs. Franklin-Becker thanked everyone for their support.

Meeting adjourned – 7:10 p.m.

Respectfully submitted,

Marilyn Monastero  
Secretary

**LOCAL ADVISORY COMMITTEE**  
**2019-2020 School Year**

Bernadette Billetta	-	Health Care – Retired
James Sayre, Jr.	-	Automotive – G. L. Sayre
James Williams	-	Business – Assets Inc.
Vince Console	-	Construction - ABC
Cindy Serratore	-	Early Childhood Education
Vince Krout	-	Construction - Grainger
Kathleen Candelore	-	Business/Industry
Kathy Bello	-	Education – Retired
Shawn Murray	-	Education
Donna Lorenz	-	Healthcare
David Huot	-	Landscaping – Brightview
Emily Weiser	-	Early Childhood Education
John DiMino	-	Collision Repair



### Professional Improvement Conference/Workshop Request Form

Name of Conference/Workshop

Place and Date of Conference/Workshop

Program/  
Purpose:

SkillsUSA Leadership Training Workshop for State Officer, Evelyn Romero and Advisor, Alissa Messina  
The cost for Evelyn is paid for by PA SkillsUSA

Attendees:

Cost not to exceed:

Registration:

Lodging:

Transportation:

Meals:

Other (Describe):

Total:

Source of Funding: Budgeted General Funds: \$

Grant:  Amount: \$

Submitted by:

Supervisor's Approval:

Director's Approval:

**2019-2020**

***MEMORANDUM of UNDERSTANDING***

***Between***

***Career and Technical Centers and Sending School Districts***

***And***

***The Bureau of Career and Technical Education***

***For***

***Participation in the***

***BCTE Technical Assistance Program***



## Technical Assistance Program Commitment

Despite a decade of reform and rising public expenditures for education, little has changed in most high schools to prepare students for the demands of work and further education. The Technical Assistance Program (TAP) is focused on assisting schools in raising student academic achievement. The technical assistance is designed to support career and technical centers (CTCs) and high schools with approved programs by offering these sites multiple resources at minimal cost.

### Purpose

The purpose of this Program is to significantly raise the academic and technical achievement of all students enrolled in career and technical education programs at a CTC or high school which take advantage of this opportunity. Through this Program, BCTE will assist CTCs and their sending school districts with raising student performance on academic assessments and occupational end-of-program assessments. Each participating school agrees to align their Perkins local plan activities for increasing student achievement with the TAP activities and participate in all professional development activities provided by BCTE.

### Goal

The academic targets are based on the state's level of proficiency in 2017-18: Literature - 55%, Algebra 1 - 45% and Skill Attainment - 82%. Progress is defined as a five percentage point increase over the state's performance or local performance level in students achieving proficiency on the *Literature Keystone Exam*, a six percentage point increase over the state's performance or local performance level in students achieving proficiency on the *Algebra I Keystone Exam* and a two percentage point increase over the state's performance or local performance level in students achieving proficiency on the *end-of-program occupational assessment*.

### TAP Activities

Your school has confirmed all of the TAP services you will participate in during the 2019-2020 school year. Schools were chosen to participate in the various activities based on BCTE review of the *Intent to Participate Survey* responses and a school's ability to most benefit from each TAP activity. Each activity will be on-site at each school with the exception of the Teacher Coaching Clinics and selected PIL programs.

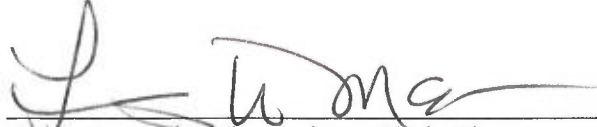
**Memorandum of Understanding  
with  
Central Montco Technical High School  
2019-2020  
Technical Assistance Program (TAP) Activities**


By signing this Memorandum of Understanding, you are assuring your school's participation in the following TAP activities:

- NOCTI Pre-Tests and Study Guides

  
\_\_\_\_\_  
Career and Technology Center Director Signature 9/7/19  
Date

  
\_\_\_\_\_  
Superintendent of Records Signature 9/9/19  
Date

  
\_\_\_\_\_  
Joint Operating Committee Chair Signature 9/13/19  
Date

  
\_\_\_\_\_  
Director, Bureau of Career and Technical Education 6/27/2019  
Date  
Pennsylvania Department of Education



FIELD TRIP REQUEST FORM

Return completed form to the Director's Office. All Field Trips require J.O.C. approval. Request form must be submitted four (4) weeks prior to the event.

Today's Date: 9-19-19 Date of Trip: Nov. 6 - 8 Instructor making request: Dr. King

Destination: Pocono Manor

Destination address: Mt. Pocono, PA

Destination Telephone # and Contact Person:

Names of Chaperones: Substitute Needed? No. students participating:

Alissa Messina

Yes No

Session: A.M. P.M. Both

David Ayres

Yes No

Leave 11-6-19 Return 11-8-19

Troy Madden

Yes No

6:30 A.M. 2:00 P.M.

Angie King

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Elected school officers

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

Provide leadership training to officers of the student youth groups

Source of Funding:

Budgeted General Funds \$ TBD

Youth Club Fund Raising \$

Grant \$

Individual Class Account \$

Instructor's Signature

Supervisor's Signature

Director's Signature

J.O.C. Approval Date 10-2-19

Permission Slips Given to Instructor: Date: 10-2-19 Date Returned:

Bus: Date Ordered: 9-20-19

Contact Person: Cost: \$640.00



FIELD TRIP REQUEST FORM

Return completed form to the Director's Office. All Field Trips require J.O.C. approval. Request form must be submitted four (4) weeks prior to the event.

Today's Date: 9/16/19 Date of Trip: 10/22/19 Instructor making request: D. Ayres

Destination: GEARTEC PHILADELPHIA EXPO

Destination address: 100 STATION AVE CLARK PA 19456 Hall "D"

Destination Telephone # and Contact Person: 484-965-0992 VINE CONSOLE

Names of Chaperones: Alex DeLellis, Dave Ayres, Kendall Wilson. Substitute Needed? No, Yes, No, Yes, No. No. students participating: 50. Session: Both. Leave: 8:30, Return: 2:00

Transportation: School Bus

Describe how students are selected for participation:

Juniors and Seniors from Building Trades - 3 Competitors from Building Trades (7am start)

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

ABC Construction Fair 2019

Source of Funding:

Budgeted General Funds \$, Youth Club Fund Raising \$, Individual Class Account \$, Grant \$

Instructor's Signature, Supervisor's Signature, Director's Signature, J.O.C. Approval Date

Permission Slips Given to Instructor: Date: 10-2-19, Date Returned: Bus: Date Ordered: 9-20-19, Contact Person: Wilson, Cost: 285.00



**FIELD TRIP REQUEST FORM**

Return completed form to the Director's Office. **All Field Trips require J.O.C. approval.**  
 Request form must be submitted four (4) weeks prior to the event.

Today's Date: 9/13/19 Date of Trip: 9/24/19 Instructor making request: K Glacken  
 Destination: MCC Health Science Center  
 Destination address: 340 Morris Rd Blue Bell, Pa  
 Destination Telephone # and Contact Person: \_\_\_\_\_

Names of Chaperones: \_\_\_\_\_ Substitute Needed? \_\_\_\_\_ No. students participating: 65  
Katie MacLuckie  Yes  No Session:  A.M.  P.M.  Both  
Kathy Macken  Yes  No  
Gracie Pison  Yes  No  
Josquin Kelly  Yes  No  
 Leave 8<sup>15</sup> Return 11<sup>30</sup>  
 Transportation:  School Van  School Bus  Chartered Bus  Airline

Describe how students are selected for participation:

STUDENTS were all invited & told of this opportunity in both HCS + AH. They need to have returned The health emergency form & the criminal background clearance in order to go

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

EXPO ACTIVITIES: include hands on experiences by participating in demonstrations by surrounding area healthcare facilities along with the opportunity to speak to several colleges/universities who have various healthcare programs. Giving students exposure to opportunities they might not have know

Source of Funding:

Budgeted General Funds \$ 235.00 Youth Club Fund Raising \$ \_\_\_\_\_  
 \_\_\_\_\_ Grant \$ \_\_\_\_\_ Individual Class Account \$ \_\_\_\_\_

K Glacken  
 Instructor's Signature  
 \_\_\_\_\_  
 Director's Signature

[Signature]  
 Supervisor's Signature  
9/10/19  
 J.O.C. Approval Date

Permission Slips Given to Instructor: \_\_\_\_\_ Date: 9-17-19 Date Returned: \_\_\_\_\_  
 Bus: metz Date Ordered: 9/12/19 (by marilyn)  
 Contact Person: Mikala Cost: \$235.00