

Joint Operating Committee Agenda
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
Monday December 8, 2025
Willow Street Campus

Authority Committee	4:30 PM
Personnel Committee	6:00 PM
Building & Property	6:00 PM
Planning & Development	6:00 PM
Finance Committee	Conference Call – 12/5/2025 @ 2:00 PM
Executive Session	6:15 PM Prior to meeting for Personnel
Reorganization	Immediately prior to Regular meeting

WELCOME

The Chairperson will call the December Reorg meeting to order.

Students of the Month

Brownstown

- ★ Davyd Odemchuk, a student from the Conestoga Valley school district in our Introduction to Transportation AM program.
- ★ Luke Wood, a student from the Manheim Township school district in our Cabinetmaking program.

Mount Joy

- ★ Alicia Pruitt, a student from the Elizabethtown school district in our Advanced Health Careers PM program.
- ★ Nathaniel Latsha, a student from the Hempfield school district in our Introduction to Manufacturing PM program.

Willow Street

- ★ Emily Fischer, a student from the Conestoga Valley school district in our Patient Care Technician program.
- ★ Daryn Roush, a student from the Elizabethtown school district in our Welding Level 2 program.

Greeting Card Winners 2025

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENT OF EXECUTIVE SESSION

LISTING OF JOC MEMBERS

- Desiree Wagner, Cocalico School District
- Sandra Duncan, Columbia Borough School District
- Philip Eby, Conestoga Valley School District
- Debra Sturgis, Donegal School District
- Brian Conroy, Eastern Lancaster County School District
- Menno Riggelman, Elizabethtown Area School District
- Jason Breckbill, Ephrata Area School District
- Grant Keener, Hempfield School District
- Andrew Welk, Lampeter-Strasburg School District
- Molly Henderson, School District of Lancaster
- TBD, Manheim Central School District
- TBD, Manheim Township School District
- Matt Beakes, Penn Manor School District

- Steve Riehl, Pequea Valley School District
- Justin Wimer, Solanco School District
- **Jerry Steinman**, Warwick School District

ELECTION OF OFFICERS- Mr. Wimer will call for the election of a temporary chair.

The temporary chair will review the current officers and will open for any nominations for the open positions. They will then proceed with the elections. Once the Chairperson is elected, the temporary chair will turn the remainder of the agenda over to the newly elected Chairperson. (This will be a voice vote)

CURRENT OFFICERS

Chair.....Mr. Justin Wimer, Solanco School District
 Vice-Chair.....Mr. Andrew Welk, Lampeter-Strasburg School District
 Secretary.....Mr. Christopher Straub, Penn Manor School District
 (to finish the remainder of the term ending June 30, 2025 and from July 1, 2025- December 8, 2025)
 Assistant Secretary.....Mrs. Mara Creswell McGrann, School District of Lancaster
 (to finish the remainder of the term ending June 30,2025 and from July 1, 2025- December 8, 2025)
 Treasurer.....Mr. Steve Riehl, Pequea Valley School District
 (to finish the remainder of the term ending June 30, 2026)

ELECTED OFFICER TERMS

Chair Person.....
 (term December 8, 2025 - November 30 , 2026)
 Vice Chair Person.....
 (term December 8, 2025 - November 30, 2026)
 Secretary.....
 (to finish the term July 1, 2025 - June 30, 2029)
 Assistant Secretary.....
 (to finish the term July 1, 2025 - June 30, 2029)

APPOINTMENT OF SUPERINTENDENT OF RECORD- The Chair will call for the appointment of the Superintendent of Record.

SUPERINTENDENT OF RECORD- Dr. Kevin Peart, Superintendent, Lampeter-Strasburg School District

ADJOURN - The Chairperson will call for adjournment of the reorganization meeting and go into the regularly scheduled agenda meeting.

APPROVAL OF AGENDA – JOC members will vote on approving the current agenda as presented.

INTRODUCTION OF NEW MEMBER

- Philip Eby - Conestoga Valley School District
- Matte Beakes - Penn Manor School District
- Molly Henderson - School District of Lancaster
- Jerry Steinman - Warwick School District

APPOINTMENT OF JOC REPRESENTATIVE

- **FOUNDATION BOARD**
 - 5 meetings throughout the year
- **GENERAL ADVISORY COMMITTEE (GAC)**

- 3 meetings throughout the school year
- **Potential GAC (LAC) Member**
 - [Randy Doxzon](#)

PUBLIC PARTICIPATION* – The Chair will ask the audience if anyone wishes to formally comment.

SUPERINTENDENT’S REPORT – The Superintendent of Record will provide his report.

A [PAC Meeting](#) was held on November 4, 2025

DIRECTOR’S REPORT- [Minutes of the October 23, 2025 Board Meeting](#), [Personnel Committee Minutes](#), [Building and Property Committee Minutes](#), [Planning and Development Committee Minutes](#), [Finance Committee Minutes](#) and [Policy Committee Minutes](#).

Local, State, and Federal Projects – October, November - Mr. Moeller will provide the committee with any updates. All changes from the previous meeting are reflected in red.

Approve [2026 JOC Meeting Schedule](#)

Secondary update

Post-Secondary update

Approve Director’s Report – Vote

COMMITTEE REPORTS

PERSONNEL COMMITTEE

Chair – Deb Sturgis

Members – Brian Conroy, Molly Henderson

Administrators – Jodi Schuler, Jeremy King

All hourly employee appointments are on a 90 working day probation period beginning on individual effective dates.

Resignations/Retirement:

Employee	Position Title	Start Date	Resignation Date	Location
Laurie Audia	Full-Time Evening PN Instructor	11/01/2023	12/23/2025	Health Sciences
David Ecenrode	Architectural/CAD Instructor	08/22/2001	Retirement - at the conclusion of the 2025-26 School Year	Brownstown
Lauren Mascianica	Part-Time PN Instructor (to be utilized as a sub)	08/19/2024	11/20/2025	Health Sciences
Ronald Reis	Full-Time 2nd Shift Custodian	02/27/2023	11/13/2025	Willow Street
Susan Snyder	Introduction to Culinary Arts Instructor	09/07/1993	Retirement - at the conclusion of the 2025-26 School Year	Mount Joy
Marla Urey	Part-Time PN Instructor (to be utilized as a sub)	11/29/2022	10/27/2025	Health Sciences

Appointments:

Employee	Position Title	Employment Info	Start Date	Location
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Olivia Bernardini	Full-Time PN Instructor	\$82,006.30 (Column B, Step 2, prorated based on the number of days in the position), benefits eligible, exempt, 235 days	12/08/2025	Health Sciences
Theresa Bright	Part-Time Adult Ed Administrative Assistant	\$17.83 per hour, no benefits, non-exempt, 12 months	12/02/2025	Mount Joy
Patricia Miller	Part-Time Daytime Practical Nursing Instructor	\$48.69 per hour (Column B, Step 2), enhanced benefits eligible, exempt, approximately 1,150 Hours per year	12/15/2025	Health Sciences
James (Rick) Plowmaker	Full-Time 2nd Shift Custodian	\$15.89 per hour, benefits eligible, non-exempt, 12 months	12/08/2025	Brownstown
Dr. Scott Long	Administrative Director	\$165,000 (prorated based on the number of days in the position), Eligible for all benefits included in the current Act 93 Benefit Plan, exempt, 12-months, transfer all residual Sick days, eligible for pay increase in July pending a satisfactory evaluation	On or before 2/9/26	Willow Street

Action Items

- Theresa Bridwell - \$300 stipend for filling the duties of Assistant Director of Practical Nursing on 11/5, 11/6 and 11/7/25
- [2025-2026 Column Movement Requests](#)
- Motion to authorize LCCTC administration to provisionally hire an Assistant Director of Practical Nursing between the December 2025 and January 2026 Joint Operating Committee ("JOC") meetings, subject to the final JOC approval of any such hirings at its January 22, 2026, meeting.
- Job Description: [PN Success Coach/Perkins Coordinator](#)
- FMLA:
 - #1733, Willow Street, 11/20 - 12/5/2025
 - #11588, Health Sciences, 11/17 - 12/23/25
- Marketing Coordinator Co-Op Students:
 - Remove: Janae Rohrer, Photography, Brownstown Campus
 - Add: Dezaray Kimes, Photography, Brownstown Campus, start date 12/03/25
 - Updated start date: Zoey Mohler, Interactive Media, Brownstown Campus, start date 11/10/25

Approve Personnel Committee Report – Vote

BUILDING AND PROPERTY COMMITTEE

Chair – Sandra Duncan

Members – Menno Riggelman, Matt Beakes

Administrators – Tim Klein, David Smith, Dr. Julie Frey, Justin Bruhn

Informational Items

- Brownstown Updates
HVAC Split units' rooms 210,222
- Mount Joy Updates
Pending quotes for Hot water heater/boilers
Daycare Sprinkler heads

- Willow Street Updates
Exterior Lighting (Safety Grant)
Auction complete with H.K.Keller (\$28,080.50)
- Health Science Updates
Flooring install TBD
Sprinkler Head replacement/repairs
- [Bus Driver List Dec 2025](#)

PLANNING AND DEVELOPMENT COMMITTEE

Chair – Steve Riehl

Members – Desiree Wagner

Administrators – Michael Moeller, Karin Shipman, Rachel Hetzel

Action Items

- [2027-2028 Holiday Schedule](#)
- [Occupational Advisory Committee Lists](#)
- [Strategic Plan 2025-2028](#)

Approve Planning and Development Committee Report – Vote

Informational Items

- [Application Status Secondary 2025-26](#)
- [Enrollment Status Post-Secondary 2025-26](#)
- Review Teacher Innovation Grants
- Affiliation Agreements:
 - [Beittel-Becker Pediatrics](#)
 - [Tower Health](#)

Field Trips

Date(s)	Place	Program/Campus
11/14/25	Allen Myers Quarry, Paradise	HEO - BT
11/18/25	Mount Joy CTC, Mount Joy	PSC - MJ
11/20/25	Electron Energy, Lancaster	Electrical/Precision - MJ
11/20/25	Spooky Nook, Manheim	PSC - MJ
11/24/25	MCC Material Resource Center, Ephrata	Art CAD - BT
12/3/25	Smuckers Meats & Nissley Brothers	APST - WS
12/4/25	ATC, Exton	Auto - WS
12/4/25	Conestoga Wood Speciality, East Earl	Cabinetry & Painting - BT
12/8/25	MCC Material Resource Center, Ephrata	Art CAD - BT
12/9/25	ATC, Exton	Auto - WS
12/16/25	S & A Dairy & Powl Feed	APST - WS
12/18/25	Masonic Village Farm & Market, , Elizabethtown	APST - WS
1/27/26	Lancaster Farm & Home Ctr, Lancaster	APST - WS
2/25/26	Powl Feed Expo, Solanco Fairgrounds	APST - WS
4/2/26	Paradise Energy Solutions/Solar Fields, New Holland	Electrical - BT

FINANCE COMMITTEE

Chair – Andrew Welk

Members – Philip Eby

Administrators – Jeremy Wiker, Rachel Hetzel

Financial Reports

- Treasurer's Reports:
 - General Fund - [October](#)
 - Money Market Account - [October](#)
 - Cafeteria Fund - [October](#)
 - Capital Reserve 2001 - [October](#)
 - Capital Reserve 2018 - [October](#)
 - Production & Activity Accounts - [October](#)
 - Bill Payment: [Summary](#)
 - General Fund - Bill Payment List - [October](#)
 - 2001 Capital - Bill Payment List - [October](#)
 - 2018 Capital - Bill Payment List - [October](#)
- Internal Service Fund Report - Health [October](#)
- Internal Service Fund Report - Unemployment [October](#)
- 13 Month Rolling Treasurer's Report Balances - [October](#)

Permission to Purchase/Bid/RFP, Award Bids/RFPs

- Permission to Bid: [X-Ray Equipment](#)

Seeking Approval

- [2026-27 Secondary Education Budget, One-Page Summary](#)
- [CCRES Agreement Amendment](#)
- [Infantree Agreement](#)
- [DC Gohn 3rd Addendum](#)
- [Updated 2025-26 Specialized Staff Salary Wage Ranges](#)

Approve Finance Committee Report – Vote

Informational Items

- [Highmark Health Insurance Renewal](#)
- [IU-13 Medical Supplies Bidding Program Participation Agreement](#)
- [IU-13 Instructional Classroom Supplies Bidding Program Participation Agreement](#)
- [Educational Data Systems Inc Agreement](#)
- [MOU Reunification Mount Joy](#)
- [Agreement for Restaurant POS system](#)
- [Onbase Renewal](#)
- [Foundation Teacher Innovation Grant Awards 25-26](#)

POLICY COMMITTEE

Chair- Grant Keener

Members – Jason Breckbill

Administrators – Dr. Peart, Mike Moeller, Mr. Katch (interim), Rachel Hetzel

Action Items

Policies for 1st Read

- [102](#) VOL IV Academic Standards
- [122](#) VOL IV Extracurricular Activities
- [246](#) School Wellness Secondary
- [808](#) Food Services

Policies for 2nd Read and Approval

- [105](#) VOL IV Curriculum
- [122.3](#) VOL IV Non-School Sponsored Student Groups

Approve Policy Committee Report – Vote

OLD BUSINESS

NEW BUSINESS

- Board Recognition Dinner will be on February 26, 2026 at the Mount Joy Campus.
- Committee Selection Form will be sent to JOC Board Members via email for 2026.

OPEN JOC DISCUSSION – The Chair will open the floor for JOC member comments.

ADJOURN

The next JOC meeting will be held on January 22 , 2026 at the Brownstown Campus.

***Public Participation in JOC Meetings**

The Joint Operating Committee requires that public participants be residents or taxpayers of participating school districts, any center employee, any center student, or anyone having a legitimate interest in a contemplated action of the Joint Operating Committee. Members of the public who desire to place a matter on the agenda for consideration by the Joint Operating Committee shall submit the item in writing to the Joint Operating Committee seven (7) days prior to the scheduled meeting. Members of the public who desire to be heard by the Joint Operating Committee at a regular or special meeting without prior notification shall be allotted time by the Chairperson, in compliance with law. The Chairperson shall recognize the participant and ask him/her to identify him/herself and whom s/he represents. Individuals will be limited to speaking for three (3) minutes. No participant may speak more than once on the same topic, unless all others who wish to speak on that topic have been heard. All statements shall be directed to the Chairperson or presiding officer; no participant may address or question Joint Operating Committee members individually.

The Chairperson or presiding officer may:

- 1. Interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.*
- 2. Request any individual to leave the meeting when that person does not observe reasonable decorum.*
- 3. Request the assistance of law enforcement officers to remove a disorderly person when his/her conduct interferes with the orderly progress of the meeting.*
- 4. Call a recess or adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting.*
- 5. Waive these rules with the approval of the Joint Operating Committee.*

Additional information can be found in Policy 903, Public Participation in Joint Operating Committee Meetings.