

Joint Operating Committee Agenda
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
Thursday January 22, 2026
Brownstown Campus

Policy Committee	4:30 PM
Personnel Committee	6:15 PM
Building & Property	6:00 PM
Planning & Development Committee	6:00 PM
Finance Committee	Conference Call – 1/21/2026 @ 2:00 PM
Executive Session	6:30 PM Prior to the JOC meeting for Personnel

Students of the Month-November

Brownstown

- ★ Justin Rios, a student from the Ephrata school district, in our Photography and Multimedia Communications program.
- ★ Mariah Simione, a student from the Ephrata school district in our Intro to Health Careers program.

Mount Joy

- ★ Ian Strausbaugh, a student from the Donegal school district, in our Culinary Arts program.
- ★ Jonny Thomas, a student from the Elizabethtown school district, in our Welding Technology program.

Willow Street

- ★ Xavier Cauler, a student from the Penn Manor school district, in our Intro to Visual Communications program.
- ★ Desmond Ferguson, a student from the Penn Manor school district, in our Intro to Construction program.

Students of the Month-December

Brownstown

- ★ Connor Frey, a student from the Elizabethtown school district, in our Electrical Construction Technology program.
- ★ James Houston, a student from the Warwick school district, in our Interactive Media & Web Design program.

Mount Joy

- ★ Michael Almonte-Placencio, a student from the Conestoga Valley school district, in our Electro-Mechanical Engineering Technology program.
- ★ Owen Daley, a student from the Penn Manor school district, in our Welding Technology program.

Willow Street

- ★ Rayannah Mungo, a student from the Penn Manor school district, in our Nursing Assistant program.
- ★ Hannah Reiter, a student from the Lampeter-Strasburg school district, in our Medical Assistant program.
- ★ Emily Reiter, a student from the Lampeter-Strasburg school district, in our Medical Assistant program.

WELCOME

The Chairperson will call the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENT OF EXECUTIVE SESSION

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

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

SUPERINTENDENT'S REPORT – The Superintendent of Record will provide the report.

[A PAC meeting](#) was held January 6, 2026

DIRECTOR'S REPORT- The Director will provide the report.

[Minutes of the December 8, 2025 Board Meeting](#), [Authority Minutes](#), [Personnel Committee Minutes](#), [Building And Property Committee Minutes](#), [Planning and Development Committee Minutes](#), [Finance Committee Minutes](#).

Local, State, and Federal Projects - December – Mr. Moeller will provide the committee with any updates.

All changes from the previous meeting are reflected in red.

Secondary update

SkillsUSA District Winners

First place winners go on to compete in the State Conference.

Additional SkillsUSA Contest Dates

- State Conference April 8 - 10, 2026 Hershey, PA
- National Conference May 30 - June 6, 2026 Atlanta, GA

Post-Secondary update

Approve Director's Report – Vote

COMMITTEE REPORTS

PERSONNEL COMMITTEE

Chair – Debbie Sturgis

Members – Dr. Molly Henderson, Nicholas Marinaro

Administrators – Jodi Schuler, Jeremy King, Rachel Hetzel

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
Richard Bernhardt	Part-Time Adult Ed Welding Instructor	12/16/2013	Retirement - 12/31/25	Mount Joy
Kira Ferreira	Part-Time Adult Ed Administrative Assistant	12/16/2024	12/11/2025	Mount Joy
Jessica Good	PN Success Coach/Perkins Coordinator	10/16/2023	11/14/2025	Health Sciences
Jennifer Michael	Part-Time PN Instructor (to be utilized as a sub)	12/04/2023	01/02/2026	Health Sciences
James (Rick) Plowmaker	Full-Time 2nd Shift Custodian	12/08/2025	01/30/2026	Brownstown
Sonya Stover	Interim Director of Practical Nursing	11/10/2023	11/04/2025	Health Sciences

Jeremy Waters	Part-Time Adult Ed Safety Inspection Instructor	09/28/2023	12/08/25 - Removed from Part-Time Adult Ed Instructor list due to lack of response to available work.	Willow Street
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Appointments:

Employee	Position Title	Employment Info	Start Date	Location
Susan Paris	Part-Time PN Instructor (to be utilized as a sub)	\$47.95/hour, no benefits, exempt, 12 months	01/26/2026	Health Sciences

Transfers:

Employee	Position Title	Employment Info	Start Date	Location
Nichole Beaty	Part-Time Adult Ed Phlebotomy Instructor	Transfer to PT Adult Ed Phlebotomy Instructor (to be utilized as a sub), \$32.50/hour (current hourly rate), exempt, no benefits	02/19/2026	Willow Street

Action Items

- Nicholas Horn, secondary Welding Instructor, to also teach Part-Time Adult Ed Welding at Mount Joy. \$31.50 per hour, exempt, 12-months, effective 1/26/26.
- Motion to authorize LCCTC administration to provisionally hire an Assistant Director of Practical Nursing between the January 22, 2026, and February 26, 2026, Joint Operating Committee (“JOC”) meetings, subject to the final JOC approval of any such hirings at its February 26, 2026, meeting.
- Motion to authorize LCCTC administration to provisionally hire a Part-Time Adult Ed Phlebotomy Instructor between the January 22, 2026, and February 26, 2026, Joint Operating Committee (“JOC”) meetings, subject to the final JOC approval of any such hirings at its February 26, 2026, meeting.
- Request to approve the addition of:
 - 1 Full-Time Daytime PN Instructor - 235 days worked
 - 1 Full-Time Evening PN Instructor - 205 days worked
- FMLA:
 - #2178, Willow Street, 1/15 - 2/16/26
 - #11400, Willow Street, 12/3/25 - 3/5/26

Approve Personnel Committee Report – Vote

Informational Items

- Updated start date: Dr. Scott Long, Administrative Director, 1/26/26

BUILDING AND PROPERTY COMMITTEE

Chair – Sandra Duncan

Members – Menno Riggleman, Matt Beakes

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

Informational Items

- Brownstown Updates
 - HVAC Split units rooms 210,222 completed
 - Door Swipe Access hardware closer to complete (X3)
- Mount Joy Updates
 - Pending quotes for Hot water heater/boilers
 - Daycare Sprinkler heads Jan.21,22
 - Daycare Roof Restoration Quote
- Willow Street Updates

Exterior Lighting (Safety Grant) Starting two weeks

Front Roof section restoration Quote

Terrazzo repair for June

- Health Science Updates

Flooring install Feb. 13,16

Sprinkler Head replacement/repairs complete

Facility Use

- WS Sealant Saturday - [Dental Clinic](#)

PLANNING AND DEVELOPMENT COMMITTEE

Chair – Steve Riehl

Members – Desiree Wagner, Ramon Rivera

Administrators – Michael Moeller, Karin Shipman, David Smith

Action Items

- [e-Sports Team](#)
- Cooperative Education Student- Culinary Arts for Cafeteria

Approve Planning and Development Committee Report – Vote

Informational Items

- [Application Status Secondary 2025-26](#)
- [Enrollment Status Post-Secondary 2025-26](#)
- TechLink Advocacy Day- February 2, 2026
- PCCD School Safety Grant- \$70k
- Affiliation Agreement
 - [Dermatology Associates](#)
 - [Lancaster Skin Center](#)
 - [Union Community Care](#)
 - [Lancaster Orthopedic Group](#)
 - [US Digestive Health](#)

Field Trips

Date(s)	Place	Program/Campus
12/12/25	Ollies, Lancaster	Skills USA - BT
1/6/26	SWF, Wrightsville	Met Feb - MJ
1/3/26	Harrisburg Farm Show, Harrisburg	Intro to Auto - WS
2/6/26	Material Resource Center, Ephrata	NTHS - BT
2/18/26	Benchmark Construction, Ephrata	Art CAD - BT
2/24/26	Kopec Vet, Marietta & Brubaker Farms, Mount Joy	APST - WS
2/26/26	Prestige Color & Lancaster Home & Farm Ctr., Lancaster	Digital Cluster - BT
2/26/26	Hershey Park, Hershey	Plumbing & Electrical - BT
3/31/26	Penn Ag Expo. Lebanon	APST - WS
5/8/26	PA State Police Academy, Hershey	PSC
5/14/26	Penn Med LGH, Lancaster	Intro to Health - MJ

FINANCE COMMITTEE

Chair – Andrew Welk

Members – Philip Eby, Jerry Steinman

Administrators – Jeremy Wiker, Rachel Hetzel

Financial Reports

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

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

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

Seeking Approval

- [Items to be Auctioned](#)
- [Transportation Contracts 2025-26](#)
- [Vehicles to be Disposed](#)

Approve Finance Committee Report – Vote

Informational Items

- [Budget - District Voting Results](#)
- [Cumulus Media agreement](#)

POLICY COMMITTEE

Chair - Grant Keener

Members – Brian Conroy, Jason Breckbill

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

Action Items

Policies for 2nd Read and Approval

[102](#) VOL IV Academic Standards

[122](#) VOL IV Extracurricular Activities

[246](#) School Wellness Secondary

[808](#) Food Services

Approve Policy Committee Report – Vote

OLD BUSINESS

- Board Recognition Dinner will be on February 26, 2026 at the Mount Joy Campus.

NEW BUSINESS

Committees and Committee Members

Personnel

Chair- Debbie Sturgis

Members - Dr. Molly Henderson, Nicholas Marinaro

Administrators - Jodi Schuler, Jeremy King, Rachel Hetzel

Building & Property

Chair - Sandra Duncan

Members - Menno Riggleman, Matt Beakes

Administrators - Tim Klein, Dr. Julie Frey, Justin Bruhn

Planning & Development

Chair - Steve Riehl

Members - Desiree Wagner, Ramon Rivera

Administrators - Mike Moeller, Karin Shipman, David Smith

Finance

Chair - Andrew Welk

Members - Philip Eby, Jerry Steinman

Administrators - Jeremy Wiker, Rachel Hetzel

Policy

Chair - Grant Keener

Members - Jason Breckbill, Brian Conroy

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

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

ADJOURN

The next JOC meeting will be held on February 26, 2026 at the Mount Joy 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.