

Joint Operating Committee Agenda
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
Thursday February 26, 2026
Mount Joy Campus

Please note:

There will be no Committee Meetings the evening of the JOC meeting.

Finance Committee	Conference Call – 2/25/2026 @ 2:00 PM
Executive Session	6:30 PM Prior to JOC meeting for Personnel

Students of the Month - January

Brownstown

- ★ Abigail Matos, a student from the Hempfield school district in our Commercial Art program.
- ★ Luke Rosenberger, a student for the Elizabethtown school district in our Material Handling & Logistics program.

Mount Joy

- ★ Gabrielle McNitt, a student from the Elizabethtown school district in our Introduction to Health Careers program.
- ★ Kimberly Volmar, a student from the School District of Lancaster in our Culinary Arts program.

Willow Street

- ★ Madison Wenger, a student from the Ephrata school district in our Animal Production & Science Technology program.
- ★ Victoria Hopple, a student from the Elizabethtown school district in our Diesel Technology program.

WELCOME

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 his report.

DIRECTOR’S REPORT - The Director will provide the report

[Minutes of the January 22, 2026 Board Meeting](#), [Policy Committee Minutes](#), [Personnel Committee Minutes](#),
[Building and Property Minutes](#), [Planning and Development Committee Minutes](#), [Finance Committee Minutes](#).

[Programming Presentation](#)

[A GAC \(LAC\) meeting](#) was held February 24, 2026 - Mr. Moeller

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

Secondary update

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
Christine Barben	Part-Time PN Instructor (to be utilized as a sub)	10/07/2024	02/25/2026	Health Sciences
Kateria Faber	Part-Time PN Instructor (to be utilized as a sub)	11/03/2025	02/05/2026	Health Sciences
Keri Kury	Part-Time Daytime PN Instructor	03/10/2025	01/29/2026	Health Sciences

Appointments:

Employee	Position Title	Employment Info	Start Date	Location
Sara Eby	Full-Time Daytime PN Instructor	\$72,493.15 (Column A, Step 2), 235 days, exempt, benefits eligible	03/02/2026	Health Sciences
Olivia Koltz	Part-Time PN Instructor (to be utilized as a sub)	\$47.95 per hour, exempt, no benefits	03/02/2026	Health Sciences
Sandra Ortiz	Full-Time Daytime PN Instructor	\$96,425.85 (Column E, Step 4), 235 days, exempt, benefits eligible	03/02/2026	Health Sciences
Brian Pickell	Full-Time 12-mo. 2nd Shift Custodian	\$15.48/hour, non-exempt, benefits eligible	03/02/2026	Brownstown
Abby Rawhauser	Part-Time Adult Ed Phlebotomy Instructor	\$31.50/hour, exempt, no benefits	02/09/2026	Willow Street
Heidi Stoltzfus	Part-Time PN Instructor (to be utilized as a sub)	\$47.95 per hour, exempt, no benefits	03/09/2026	Health Sciences

Transfers:

Employee	Position Title	Employment Info	Start Date	Location
Thomas Brown	Part-Time Adult Ed Automotive Technology Instructor	Transfer to Full-time Secondary Automotive Technology Instructor, Column A, Step 4 (amount TBD pending ratification of new CBA), exempt, benefits eligible. Will remain active as a Part-Time Adult Ed Automotive Technology Instructor for the evening program.	Start of the 2026-27 School Year	Willow Street
Rachel Larcom	Full-Time Daytime PN Instructor	Transfer to Part-Time PN Instructor (to be utilized as a sub), \$47.95 per hour, exempt, no benefits	02/02/2026	Health Sciences

Action Items

- Stipend of \$100 per week, retroactive to January 5, 2026, for Rachel Larcom in recognition of her fulfillment of the duties of the Assistant Director of Practical Nursing. The stipend will continue until a permanent Assistant Director of Practical Nursing is hired and begins employment.
- Motion to authorize LCCTC administration to provisionally hire an Assistant Director of Practical Nursing between the February 26, 2026, and March 26, 2026, Joint Operating Committee (“JOC”) meetings, subject to the final JOC approval of any such hirings at its March 26, 2026, meeting.
- FMLA:
 - #11469, Willow Street, 1/23 - 1/30/26

Approve Personnel Committee Report – Vote

Informational Items

- Updated resignation date for James (Rick) Plowmaker, FT 2nd Shift Custodian at BT, from 1/30/26 to 1/21/26
- FMLA: #2178, Willow Street, 1/15 - 2/6/26 (return date updated from 2/16/26)

BUILDING AND PROPERTY COMMITTEE

Chair – Sandra Duncan

Members – Menno Riggelman, Matt Beakes, Jason Breckbill

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

Informational Items

- **Brownstown Updates**
 - Door Swipe Access hardware closer to complete (X3)
 - Fire Alarm Panel / Devices Replacement
- **Mount Joy Updates**
 - Pending quotes for boilers (One boiler leaking) (\$223 to 435K)
 - Pending quotes for Hot water heater (\$112 to 180K)
 - Daycare Sprinkler heads replacement complete
 - Daycare Roof Restoration Quote (\$225K)
 - Fire Alarm Panel / Devices Replacement
 - Auction Items for Disposal
- **Willow Street Updates**
 - Exterior Lighting (Safety Grant) Missing one bracket to mount solar panel
 - Front Roof section restoration Quote (\$408K)
 - Boiler replacement (Facility Grant or Capital) (One boiler leaking)
 - Box Truck replacement
 - Terrazzo repair for June
- **Health Science Updates**
 - Flooring installation complete
 - Next steps to plan future improvements

Facilities Use Rental Agreements

- [Taste of MJ Car Show](#) 7.25.26

PLANNING AND DEVELOPMENT COMMITTEE

Chair – Steve Riehl

Members – Desiree Wagner, Ramon Rivera

Administrators – Michael Moeller, Karin Shipman, David Smith

Action Items

- [2026-2027 High School Calendar](#)

Approve Planning and Development Committee Report – Vote

Informational Items

- [Application Status Secondary 2025-26](#)
- Enrollment [Status Post-Secondary 2025-26](#)
- CTE Expansion Committee Update

Field Trips

Date(s)	Place	Program/Campus
3/12/26	Groff Funeral Home, Lancaster	Intro to Health - WS
3/26/26	UTI. Exton	Intro Auto & Power Sports - BT
4/22/26	M & T Building Services, Harrisburg	Carpentry - MJ
5/4/26	Longwood Gardens, Kennett Square	Visual Intro - BT & WS
5/15/26	Fire Expo, Harrisburg Arena, Harrisburg	PSC
5/15/26	LGH, Lancaster	Intro to Health - BT

FINANCE COMMITTEE

Chair – Andrew Welk

Members – Philip Eby, Jerry Steinman

Administrators – Jeremy Wiker, Rachel Hetzel

Financial Reports

- Treasurer's Reports:
 - [General Fund - January](#)
 - [Money Market Account - January](#)
 - [Cafeteria Fund - January](#)
 - [Capital Reserve 2001 - January](#)
 - [Capital Reserve 2018 - January](#)
 - [Production & Activity Accounts - January](#)
 - General Fund - Bill Payment: [Listing](#), [Summary](#)
 - 2001 Capital - Bill Payment List - January - No payments to list
 - 2018 Capital - Bill Payment List - January - No payments to list
- [Internal Service Fund Report - Health January](#)
- [Internal Service Fund Report - Unemployment January](#)
- [13 Month Rolling Treasurer's Report Balances - January](#)

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

- Permission to Purchase: [Server Room Battery WS](#)

Seeking Approval

- [2026-27 Budget Approval - District Voting](#)
- [2024-25 Audit Report](#), [Management Letter](#), [Required Communications](#)
- [2026-27 Salary Wage Ranges](#)
- [Shultz Bus Contract](#) - Updated for additional bus route in 2025-26
- DWD Landscaping contract extensions
 - [Willow Street](#)
 - [Health Sciences](#)

- [Mount Joy](#)
- [Brownstown](#)
- [Bright Horizons Camp agreement 2026](#)
- [Items to be Auctioned](#)

Approve Finance Committee Report – Vote

Informational Items

- [2026-27 Adult Education Tuitions and Fees](#)
- [2026-27 Adult Education Budget](#)
- [Lancaster Barnstormers advertising contract](#)
- [Fall Fest Agreement](#)
- [Caron Agreement - Mount Joy](#)

POLICY COMMITTEE

Chair- Grant Keener

Members – Brian Conroy, Jason Breckbill

Administrators – Dr. Peart, Dr. Scott Long, Mike Moeller, Rachel Hetzel

Action Items

Policies for 1st Read

- [220](#) VOL1 Student Expression/Dissemination of Materials
- [800.1](#) VOL II Electronic Signatures/Records
- [815](#) VOL IV Acceptable use of Internet, Computers and Network Resources
- [815.1](#) VOL II Use of Generative Artificial Intelligence in Education
- [816](#) VOL V Center Social Media

Approve Policy Committee Report – Vote

OLD BUSINESS

-

NEW BUSINESS

-

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

ADJOURN

The next JOC meeting will be held on March 26, 2026 at the Willow Street 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.*