

Joint Operating Committee Agenda
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
Thursday March 26, 2026
Willow Street Campus

Authority Committee	4:30 PM
Personnel Committee	6:15 PM
Building & Property	6:00 PM
Planning & Development Committee	6:00 PM
Finance Committee	Conference Call – 3/25/2026 @ 2:00 PM
Executive Session	6:30 PM Prior to JOC meeting for Personnel

Students of the Month - February

Brownstown

- ★ Roman Kourt, a student from the Eastern Lancaster County school district in our Digital Design & Print Media program.
- ★ Andrii Tolstyj, a student from the Ephrata school district in our Computer Networking and Security program.

Mount Joy

- ★ Olivia Wilson, a student from the Cocalico school district in our Advanced Health Careers program.
- ★ Sawyer Eshelman, a student from the Penn Manor school district in our Welding Technology program.

Willow Street

- ★ Zha'nia Dixon-Trowery, a student from the School District of Lancaster in our Introduction to Health program.
- ★ Donovan Holmes, a student from the Lampeter-Strasburg school district in our Collision Repair 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.

[A PAC Meeting](#) was held on March 3, 2026

DIRECTOR'S REPORT-

[Minutes of the February 26, 2026 Board Meeting](#), and [Finance Committee Minutes](#).

Local, State, and Federal Projects - February – 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

Termination:

Employee	Position Title	Start Date	Termination Date	Location
Terry Snow	Maintenance Technician	07/30/2012	03/26/2026	Mount Joy

Appointments:

Employee	Position Title	Employment Info	Start Date	Location
Rebekah Christens-Persaud	Part-Time PN Instructor (to be utilized as a sub)	\$47.95/hour, exempt, no benefits	03/30/2026	Health Sciences
Kalanna Coates	Part-Time Daytime PN Instructor	\$47.95/hour, exempt, no benefits	04/20/2026	Health Sciences
Nancy Matsvayi	Full-Time Evening PN Instructor	\$77,252 (Column C, Step 4), exempt, benefits eligible, 205 days	04/30/2026	Health Sciences
Maggie Nemeth	Introduction to Culinary Careers Instructor	Column A, Step 4 (amount TBD pending ratification of new CBA), exempt, benefits eligible	Start of the 2026-27 School Year	Mount Joy
Jody Seaber	Part-Time PN Instructor (to be utilized as a sub)	\$47.95/hour, exempt, no benefits	03/31/2026	Health Sciences
Carol Thach	Part-Time PN Instructor (to be utilized as a sub)	\$47.95/hour, exempt, no benefits	05/11/2026	Health Sciences
Nichole Wells	Assistant Director of Practical Nursing	\$115,252 annually, exempt, benefits eligible, 12 months	04/20/2026	Health Sciences

Transfers:

Employee	Position Title	Employment Info	Start Date	Location
Michelle Bolton	Part-Time Adult Ed Instructor	Transfer from Part-Time Adult Ed Instructor to Part-Time PN TEAS Proctor, \$120 per exam session, non-exempt, no benefits	04/11/2026	Health Sciences

Action Items

- Paul Cullen, Summer Semester Adult Ed General Education Instructor: Comm 175 - Public Speaking, 6/8/26 - 8/14/26
- New Job Description: [Building & Property Maintenance Instructor](#)
- Motion to authorize LCCTC administration to provisionally hire a Building & Property Maintenance Instructor between the March 26, 2026, and April 23, 2026 Joint Operating Committee ("JOC") meetings, subject to the final JOC approval of any such hirings at its April 23, 2026, meeting.

Approve Personnel Committee Report – Vote

BUILDING AND PROPERTY COMMITTEE

Chair – Sandra Duncan

Members – Menno Riggleman, Matt Beakes

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

Informational Items

- **Brownstown Updates**
 - Door Swipe Access operational (Two mechanical locks ordered to complete)
 - Pending approval in Finance for Fire Alarm Panel / Devices Replacement (Capital)
- **Mount Joy Updates**
 - Pending approval in Finance for boilers (One boiler leaking) (\$382,300) (Capital)
 - Pending approval in Finance for Hot water heater (\$112,160) (Capital)
 - Daycare Roof Restoration Quote (\$225K) (Facility Grant or Capital)
 - Pending approval in Finance for Fire Alarm Panel / Devices Replacement (Capital)
 - Daycare Sprinkler Devices Replacement Complete
 - Auction Items for Disposal, Keller to start in April
 - Safety Grant for CDL trailer doors access
- **Willow Street Updates**
 - Exterior Lighting (Safety Grant) Partial Complete, need to install two poles and lights
 - Front Roof section restoration Quote (\$408K) (Facilities Grant or Capital)
 - Boiler replacement (Facility Grant or Capital) (One boiler leaking) \$422,300
 - Box Truck replacement on-going
 - Terrazzo repair for June
- **Health Science Updates**
 - Researching vending services to students
 - Next steps to plan future improvements

Facility Use

- [LS Youth Baseball and Softball Assoc Spring - WS](#)
- [LS Youth Baseball and Softball Assoc Fall - WS](#)

PLANNING AND DEVELOPMENT COMMITTEE

Chair – Steve Riehl

Members – Desiree Wagner, Ramon Rivera

Administrators – Michael Moeller, Karin Shipman, David Smith

Action Items

- Approval of New Program for 2026-27 School Year
 - CIP Code 46.0401- Building and Property Maintenance
- CTE Expansion Committee Recommendations

Approve Planning and Development Committee Report – Vote

Informational Items

- [Application Status Secondary 2025-26](#)
- [Application Status Secondary 2026-27](#) - 3/01/2026
- [Application Status Secondary 2026-27](#) - 3/16/2026
- [Application Status Secondary 2026-27](#) - 3/23/2026
- [Enrollment Status Post-Secondary 2026](#)
- Summer Camps
- Affiliation Agreements
 - [Buehler Family Dental](#)

- [Pawsitive Pediatric Dentistry](#)
- [White Family Dental](#)
- [Pet Pantry](#)
- [Willow Valley Dental](#)

Field Trips

Date(s)	Place	Program/Campus
3/10/26	Greystone Manor, Lancaster	APST - WS
3/16/26	Millport Conservancy, Lititz	HEO - MJ
3/23/26	Millport Conservancy, Lititz	HEO - MJ
3/23/26	Community Place on Washington, Elizabethtown	Carpentry - MJ
3/30/26	UTI, Exton	Intro to Manufacturing - BT
4/7 & 4/8/26	Lebanon Valley Expo, Lebanon	Intro to Construction - WS
4/15/26	Masonic Village, Elizabethtown	Culinary - MJ (Date change)
4/15/26	CCS Construction Site, Willow Valley, Willow Street	Walking tour, between 4/15 - 5/15 (weather permitting), Intro Construction - WS
4/21/26	Millport Conservancy, Lititz	Carpentry - MJ
4/23/26	WTIF, Harrisburg	Photography - BT
4/27/26	Boys & Girls Club of Lancaster, Lancaster	Carpentry - MJ
4/30/26	Da Vinci Museum, Harrisburg	Health Cluster - WS
5/13/26	HACC, Harrisburg	Intro to Health - MJ
5/14/26	LGH, Lancaster	Intro to Health - WS

FINANCE COMMITTEE

Chair – Andrew Welk

Members – Philip Eby, Jerry Steinman

Administrators – Jeremy Wiker, Rachel Hetzel

Financial Reports

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

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

- Permission to Purchase
 - [Brownstown Fire System Upgrade](#) - Capital
 - [Mount Joy Fire System Upgrade](#) - Capital
 - [Mount Joy Boiler](#) - Capital

- [Mount Joy Hot Water Heating System](#) - Capital
- [Mount Joy Roof](#) - Capital
- [Willow Street Boiler](#) - Grant funding pending, or Capital
- [Willow Street Roof](#) - Grant funding pending, or Capital
- [CDL Door Access Controls](#) - Safety Grant
- Supplemental Equipment Grant Items
 - [Allegheny Educational Systems - Amatrol AB Control Logix](#)
 - [Atla Enterprises - Lathe](#)
 - [Verathon - BladderScan i10](#)
 - [Xtool - Engraver](#)
 - [K&K Youndt Excavating - Tamper](#)
 - [GovConnection, Inc - Desktop Firewall, Licensing, and Delivery](#)
 - [Benco - 3 Dental Chair Units](#)
- Permission to Bid
 - Live Turret Lathe
 - Mini CNC Mill

Seeking Approval

- LCCTC/LCCTEA CBA 2026-2031 - [Redline Document](#), [Final copy](#), [MOU](#)
- [ATI Contract Renewal](#)
- [SOS Contract Extension](#)
- [Rx and Go](#)

Approve Finance Committee Report – Vote

Informational Items

- [HealthWorks](#)
- [Willow Valley Agreement](#)
- [Spyglass Agreement](#)

POLICY COMMITTEE

Chair- Grant Keener

Members – Brian Conroy, Jason Breckbill

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

Action Items

Policies for 2nd Read and Approval

[220](#) VOL 1 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

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 April 23, 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.