

Joint Operating Committee Agenda
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
Thursday May 28, 2026
Mount Joy Campus

Policy Committee	4:30PM
Personnel Committee	6:15 PM
Building & Property	6:00 PM
Planning & Development Committee	6:00 PM
Finance Committee	Conference Call – 5/27/2026 @ 2:00 PM
Executive Session	6:30 PM Prior to JOC meeting for Personnel

Students of the Month - April

Brownstown

- ★ Yoniel Cortes, a student from the Penn Manor school district in our Electrical Construction Technology program.
- ★ Hannah Martin, a student who attends the Hinkletown Mennonite School in our Introduction to Manufacturing program.

Mount Joy

- ★ Evan Savidge, a student from the Manheim Township school district in our Culinary Arts program.
- ★ Dax Seiple, a student from the Manheim Township school district in our Electro-Mechanical Engineering program.

Willow Street

- ★ Alondra De Jesus Ortiz, a student from the Penn Manor school district in our Patient Care Technology program.
- ★ Janyce Santiago, a student from the Manheim Township school district in our Animal Production Science & 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.

[A PAC meeting was held on May 5, 2026](#)

DIRECTOR’S REPORT-

[Minutes of the April 23, 2026 Board Meeting](#), [Personnel Committee Minutes](#), [Building And Property Committee Minutes](#), [Planning and Development Committee Minutes](#), [Finance Committee Minutes](#) and [Policy Committee Minutes](#).

[A GAC \(LAC\) meeting was held on May 26, 2026](#)

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

[Fly on the Run](#) update

[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
Patricia Elbro	Part-Time Adult Ed Dental Hygiene Instructor	01/03/2023	05/08/2026	Willow Street
Paige McMahon	Part-Time Adult Ed Dental Hygiene Instructor	10/01/2024	05/29/2026	Willow Street
Andrea Johnson	Part-Time Dining Room Aide	01/24/2025	05/26/2026	Mount Joy
Sandra Ortiz	Full-Time Daytime PN Instructor	03/02/2026	05/08/2026	Health Sciences
Brian Singer	Adult Ed Automotive Technology Program Director	08/24/2013	Retirement 12/31/2026	Willow Street

Appointments:

Employee	Position Title	Employment Info	Start Date	Location
Greysen Kowolewski	IT Tech	\$25.53 per hour, non-exempt, benefit eligible, 12 months	06/08/2026	Brownstown
Bahir Wahidullah	Part-Time Daytime Custodian	\$14.99 per hour, non-exempt, no benefits, 12-months	06/01/2026	Willow Street

Transfers:

Employee	Position Title	Employment Info	Start Date	Location
Benjamin Stiles	School Counselor	Transferring from School Counselor at BT to Outreach Counselor at WS, exempt, no change in salary or benefits	Start of 2026-27 School Year	Willow Street

Action Items

- FMLA:
 - #2172, Willow Street, 05/26/2026 - 05/26/2027 - Intermittent
 - #11504, Willow Street, 5/20/26 - 08/12/26
 - #11552, Health Science Campus, 5/14/26 - 5/14/27 - Intermittent
- Extra Duty:
 - School Counselors - a maximum of 15 days paid at their per diem rate to be worked before the start of the 2026-27 school year.
 - Instructional Coaches - 2 days at their per diem rate for New Teacher Workshops 8/10 - 8/11/26.

- Diane Lowery and Erin McFalls, Early Childhood Education Instructors: Two days each to be worked between 7/13 - 8/6/26 and paid at the curriculum writing rate, due to assisting students with obtaining necessary background clearances and completing other required paperwork.
- Stipend for Nicole Jeandell, Human Resources Generalist, \$75 per week effective May 20, 2026 through the return of the Director of Human Resources.
- Erick Leiva - Up to 3 days to be worked for painting at the House Project in Mount Joy, to be paid at the curriculum writing rate.
- Ryan Clark - Summer Camp Instructor, 6/8-6/11/26, \$42.60 per hour.
- 2025-2026 Adult Ed Instructor:
 - Justin Findley: Heavy Equipment, Summer Term 6/8/26 - 6/24/26
- 2026-27 Requests for Column Movement:
 - Theresa Bridwell, from Column C (B+12) to Column E (Masters)
 - Mark Seibert, from Column F (BEQ+15) to Column G (BEQ+30)
 - Richard Moore, from Column C (Voc I +21) to Column D (Voc II)
 - Erin Maddox, from Column E (BEQ or Bachelor's degree) to Column F (BEQ + 15)

Approve Personnel Committee Report – Vote

Informational Items

- Updated start date for Joshua Kreider, Maintenance Technician, from 5/4/26 to 5/5/26.

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 Complete
- Fire Alarm Panel / Devices Replacement Scheduled 6/15-17
- Cafeteria Door replacements X3
- Lancaster Sewer Authority, moving forward will be a low-pressure system plan (Turtle Road)

Mount Joy Updates

- Boilers (One boiler leaking) (\$382,300) (Capital) Ordered
- Hot water heater (\$112,160) (Capital) Ordered
- Daycare Roof Restoration Quote (\$225K) Material deliver 5/21, Start 6/1
- Fire Alarm Panel / Devices Replacement Scheduled 6/22-24
- Auction Items for Disposal, Keller pick up 6/1
- Safety Grant for CDL trailer doors access on-going
- New Building & Property Space renovations started (Lighting) POs for Floors & Paint

Willow Street Updates

- Exterior Lighting (Safety Grant) Completed
- Front Roof section (\$408K) Main section complete, Canopy in process
- Boiler replacement \$422,300 Ordered
- Box Truck replacement Request to Bid (Finance)
- Vet Tech area electrical additions
- Terrazzo repair for June

Health Science Updates

- Vending services to students, electrical 5/19-21 Microwave power added
- Next steps to plan future improvements, Stair Case, Level 2 Flooring

PLANNING AND DEVELOPMENT COMMITTEE

Chair – Steve Riehl

Members – Desiree Wagner, Ramon Rivera

Administrators – Michael Moeller, Karin Shipman, David Smith

Action Items

- [Adult Education Catalog](#)
- Overnight Field Trip
 - Atlanta, Georgia - SkillsUSA, Nationals = 5/30/26 - 6/6/26

Approve Planning and Development Committee Report – Vote

Informational Items

- [Application Status Secondary 2026-27](#) - 4/27/2026
- [Application Status Secondary 2026-27](#) - 5/4/2026
- [Application Status Secondary 2026-27](#) - 5/11/2026
- [Application Status Secondary 2026-27](#) - 5/18/2026
- [Application Status Secondary 2026-27](#) - 5/26/2026
- [Program Report Cards 25-26](#)
- [Enrollment Status Post-Secondary 2026-27](#)
- Affiliation Agreements
 - [Warwick Ambulance](#)
- [NOCTI Data](#)
- [Bus Driver List May 2026](#)

Field Trips

Date(s)	Place	Program/Campus
4/29/26	A. I. Training, Quarryville	APST - WS
4/30/26	S & A Kreider, Quarryville	APST - WS
5/4/26	Penn Croft & Pine View Dairy, Lancaster	APST - WS
5/5/26	Fly on the Run, Lititz	APST - WS
5/6/26	Woerth It Hollow, Kirkwood	APST - WS
5/7/26	Fly on the Run, Lititz	Culinary - MJ
5/13/26	Cherry Hill Orchard	APST - WS
5/18/26	PennTech, Williamsport	Precision Machining - MJ
5/21/26	Bank of Bird-in-Hand, Paradise	APST - WS
5/22/26	Classic Auto Mall, Morgantown	Intro to Auto - WS

FINANCE COMMITTEE

Chair – Andrew Welk

Members – Philip Eby, Jerry Steinman

Administrators – Jeremy Wiker, Rachel Hetzel

Financial Reports

- Treasurer's Reports:
 - [General Fund - April](#)
 - [Money Market Account - April](#)
 - [Cafeteria Fund - April](#)
 - [Capital Reserve 2001 - April](#)
 - [Capital Reserve 2018 - April](#)

- [Production & Activity Accounts - April](#)
- Bill Payment: [Summary](#)
- General Fund - [Bill Payment List - April](#)
- 2001 Capital - Bill Payment List -April - Nothing to Report
- 2018 Capital - Bill Payment List - April - Nothing to Report
- [Internal Service Fund Report - Health - April](#)
- [Internal Service Fund Report - Unemployment - April](#)
- [13 Month Rolling Treasurer's Report Balances - April](#)
- [Financial Comparison Report](#)

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

- Permission to Purchase:
 - [Go2Tech Switches and Access Points](#)
 - [Trane BAS](#)
 - [Trane Mechanical SA](#)
 - [Heim Preventative Maintenance](#)
 - [About All Floors](#)
- Permission to Award Bids/RFP:
 - [Feasibility Study](#)
- Permission to Bid:
 - [Small Box Truck](#)

Seeking Approval

- Approve to Dispose
 - [Maintenance Aerial Lift 12'](#)
 - [Brownstown items](#)
- [Authorized Official Resolution-Public School Facility Improvement Grant](#)
- [Public Safety Center Renewal](#)
- [Fraser Copier Management Agreement](#)

Approve Finance Committee Report – Vote

Informational Items

- [Brownstown Field Lease One-Year Extension](#)
- [Facility Rental - Association of Millers](#)
- [Canteen Vending Agreement](#)
- [Aetna Stop Loss Renewal](#)
- [Auto Insurance Renewal](#)
- [Updated Inter District Agreements - NBL Program - 16 sending schools](#)
- [Diesel Direct Letter of Consent - IU Bulk Fuel Purchasing](#)
- [ABC Training Contract](#)
- [Saxton & Stump Renewal](#)
- [Lancaster SAP Renewal](#)
- [Go2Tech Renewals](#)
- Financial Aid Renewal Agreements
 - [Lehigh County](#)
 - [Clearfield County](#)
 - [Franklin County](#)
 - [Schuylkill County](#)
 - [York County](#)

POLICY COMMITTEE

Chair - Grant Keener

Members – Brian Conroy, Jason Breckbill

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

Action Items

Policies for 1st Read

[204](#) VOL VI Attendance

[209.2](#) VOL IV Diabetes Management

[236.1](#) VOL I Threat Assessment

[325](#) VOL I Dress and Grooming - Employees

[610](#) VOL IV Purchases Subject to BID/Quotation

Policies for 2nd Read and Approval

[233](#) Suspension and Expulsion - Secondary

[626.1](#) VOL III Travel Reimbursement - Federal Programs

Approve Policy Committee Report – Vote

OLD BUSINESS

NEW BUSINESS

The 2026 PSBA Delegate Assembly will occur on **Saturday, November 7, 2026, at 9:00 a.m. at Cumberland Valley School District's Mountain View Auditorium** . The Delegate Assembly will be held **in person only**. LCCTC is entitled to appoint one individual to attend the Assembly no later than Friday, June 26, 2026 at 5:00 p.m.

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

ADJOURN

The next JOC meeting will be held on June 25, 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.