

**Joint Operating Committee Agenda**  
**LANCASTER COUNTY CAREER & TECHNOLOGY CENTER**  
**Thursday June 25, 2026**  
**Willow Street 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 – 6/24/2026 @ 2:00 PM
Executive Session	6:30 PM Prior to JOC meeting for Personnel

**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-**

[Minutes of the May 28, 2026 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** - May - Mr. Moeller will provide the committee with any updates.  
All changes from the previous meeting are reflected in red.

Campus Law Enforcement MOU's

- [MOU 2026-2028 MJ Northwest Regional Police Department](#)
- [MOU 2026-2028 MJ East Hempfield Township Police Department](#)
- [MOU 2026-2028 BT West Earl Township Police Department](#)
- [MOU 2026-2028 WS West Lampeter Township Police Department](#)

**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
Jennifer Houser	Full-Time 2nd Shift Custodian	01/04/2021	06/12/2026	Brownstown
Katelin Danilyuk	Part-Time Practical Nursing Instructor Substitute	06/04/2024	06/22/2026	Health Science

**Appointments:**

Employee	Position Title	Employment Info	Start Date	Location

**Transfers:**

Employee	Position Title	Employment Info	Start Date	Location

**Action Items**

- Motion to authorize LCCTC administration to provisionally hire employees, in the absence of the July 2026 Joint Operating Committee (“JOC”) meeting, subject to the final JOC approval of any such hirings at its August 27, 2026, meeting.
- Rescind the provisional employment of Bahir Wahidullah as Part-Time daytime custodian effective June 1, 2026.
- Fall 2026-27 General Education Instructor:  
Kimberly Navikas: SOC 100 - Introduction to Sociology
- Request for [Column Movement](#)
- [New Teacher Mentors](#)
- Approval of Advisors (per CBA)
  - NTHS:
    - Laura Laukhuff & Lindsay Feerar (WS)
    - Leslie Schlosser & Margie Gantz (MJ)
    - Alison Shepler & Kristi Hart (BT)
  - Skills USA:
    - Arielle Dunkle & Rachel Sprecher (WS)
    - Jim Smith & Margie Gantz (MJ)
    - Collin Ames & Brian Myers (BT)
  - FFA: Lori Lefever, WS
- [Proposed Pay Adjustments](#)

Approve Personnel Committee Report – Vote

**Informational Items**

- Updated retirement date for Brian Singer, Auto Tech Program Director, from 12/31/26 to 11/30/26.
- Nancy Matsvayi is transferring to a Substitute Practical Nursing Instructor role from June 5, 2026 - July 1, 2026. She will resume her Full-Time Evening Practical Nursing Instructor position on July 2, 2026.

**BUILDING AND PROPERTY COMMITTEE**

**Chair – Sandra Duncan**

**Members – Menno Riggleman, Matt Beakes**

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

## **Informational Items**

### **Brownstown Updates**

- 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)
- Building Automation Software (LON to Bacnet) X3

### **Mount Joy Updates**

- Boilers (Demo complete, starting installation)
- Hot water heater (Demo complete, starting installation)
- Daycare Roof Restoration Complete
- Fire Alarm Panel / Devices Replacement Scheduled 6/22-24
- Auction Items for Disposal, Complete Next Auction in July
- Safety Grant for CDL trailer doors access complete
- New Building & Property Space renovations in process

### **Willow Street Updates**

- Front Roof section, Main section complete, Canopy completed
- Boilers (Demo complete, starting installation)
- Box Truck replacement Request to Bid (Finance)
- Vet Tech area electrical additions completed
- Terrazzo repair completed

### **Health Science Updates**

- Vending services to students, electrical complete
- Next steps to plan future improvements, Stair Case, Level 2 Flooring, PO issued

## **PLANNING AND DEVELOPMENT COMMITTEE**

**Chair – Steve Riehl**

**Members – Desiree Wagner, Ramon Rivera**

**Administrators – Michael Moeller, Karin Shipman, David Smith**

### **Action Items**

- Student Handbook 26-27

Approve Planning and Development Committee Report – Vote

### **Informational Items**

- [Application Status Secondary 2026-27](#) - 6/1/2026
- [Application Status Secondary 2026-27](#) - 6/8/2026
- [Application Status Secondary 2026-27](#) - 6/15/2026
- [Enrollment Status Post-Secondary 2026-27](#)
- [VCA Animal Hospitals MOU](#)

## **FINANCE COMMITTEE**

**Chair – Andrew Welk**

**Members – Philip Eby, Jerry Steinman**

**Administrators – Jeremy Wiker, Rachel Hetzel**

### **Financial Reports**

- Treasurer's Reports:
  - [General Fund - May](#)
  - [Money Market Account - May](#)

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

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

- Permission to Purchase:
  - [IU Microsoft Renewal](#)
  - [IU Securly Renewal](#)
  - [IU Adobe Renewal](#)
- Permission to Reject Bid:
  - [Small Box Truck](#)

#### **Seeking Approval**

- Permission to make purchases, pay bills, complete budget transfers, initiate bids or RFPs, award successful bids that are currently in process, and execute financial contracts in the absence of a July JOC meeting. The details of any and all such actions taken will be reported to the JOC in August.
- [GASB 54 Resolution](#)
- [2026-27 Salary Wage Ranges](#)
- [Laerdal Agreement - CPR Training System](#)
- Asset Disposal - [WS Collision](#); [Other Items](#); [Summer List](#)

Approve Finance Committee Report – Vote

#### **Informational Items**

- [DC Gohn 4th Addendum](#)
- [Insurance Renewal for Lions Club building](#)
- [EDSI Addendum](#)
- [Wellness Screening 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 1st Read**

[105.2](#) VOL V Exemption from Instruction

[218.1](#) VOL I Weapons

[827](#) VOL III Conflict of Interest

## **Policies for 2nd Read and Approval**

- [204](#) VOL VI Attendance
- [209.2](#) VOL IV Diabetes Management
- [236.1](#) VOL I Threat Assessment
- [325](#) VOL I Dress and Grooming - Employees
- [332](#) VOL I Working Periods
- [610](#) VOL IV Purchases Subject to BID/Quotation
- [611](#) VOL VI Purchases Subject to Budgeted

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 August 27, 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.*