

Personnel Committee Meeting Minutes

Meeting Information				
Meeting Date/Time:	Thursday, April 23, 2026 6:15 PM EDT	Location:	Willow Street	
Meeting Called By:	Ms. Deb Sturgis	Purpose of Meeting:	Committee Meeting	
Chairman:	Ms. Deb Sturgis	Recording Secretary:	Ms. Jodi Schuler	
Purpose Statement:	Assist the Joint Operating Committee in fulfilling its oversight responsibilities of the LCCTC’s management of its human resources function. This includes but is not limited to, LCCTC’s recommendations for hire, termination, and leaves of absence.			
Attendees				
Ms. Deb Sturgis, Mr. Nicholas Marinaro, Mr. Jeremy King, Ms. Rachel Hetzel, and Ms. Jodi Schuler				
Minutes				
Call to Order at 6:15 PM by Ms. Deb Sturgis				
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
David Brooks	Introduction to Culinary Arts Instructor	08/16/1999	Retirement At the conclusion of the 2025-26 School Year	Willow Street
Dean Fry	IT Technician	07/11/1994	Retirement 03/30/2026	Brownstown
Brian Pickell	Full-Time 2nd Shift Custodian	03/06/2026	Termination 04/23/2026	Brownstown
Appointments:				
Employee	Position Title	Employment Info	Start Date	Location
Gerald Ames	Part-Time Adult Ed Automotive Technician Instructor	\$32.75 per hour, exempt, no benefits	08/10/2026	Willow Street
Joshua Kreider	Maintenance Technician	\$25.03 per hour, non-exempt, benefits eligible, 12-months	05/04/2026	Mount Joy
Jessica Myers	Architectural/CAD Instructor	\$67,148 (Column A, Step 7), exempt, benefits eligible, 189 days	Start of the 2026-27 School Year	Brownstown
Rafael Solano	Building & Property Maintenance Instructor	\$62,062 (Column A, Step 4), exempt, benefits eligible, 189 days	Start of the 2026-27 School Year	Mount Joy
Transfers:				
Employee	Position Title	Employment Info	Start Date	Location
Jennifer Houser	Full-Time 1st Shift Custodian	Full-Time 1st Shift Custodian at Willow Street to Full-Time 2nd Shift Custodian at Brownstown	TBD	Brownstown
Action Items				
2026 Summer Camp 2026-2027 Specialized Staff Handbook 2026-2027 Support Staff Handbook - Approve salary increases of 3.95% for eligible administrative staff per the Act 93 agreement, and also for specialized and support staff, pending satisfactory year-end evaluations 2026-2027 Part-Time Adult Ed Instructors				

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- 2026-2027 Requests for Column Movement
 - Ryan Clark, from Column A (Interim Cert.) to Column E (BEQ)
 - Brandon Green, from Column E (BEQ) to Column F (BEQ+15)
 - Diane Lowery, from Column F (M+15) to Column G (M+30)
 - Erin Parmer-McFalls, from Column F (M+15) to Column G (M+30)
 - Ashley Seibert, from Column A (Interim Cert) to Column E (BEQ)
- Job Description Updates:
 - [Outreach Counselor](#)
 - [IT Tech](#)
 - [System Administrator](#)
- Fall 2026-27 General Education Instructors:
 - Donna Maslin: BIO 150 - General Human Anatomy and Physiology
 - Laura Myers: BIO 240 - General Microbiology
 - Alexander DiMarzio: MATH 120 - Technical Math
 - Paige McMahon: SOC 100 - Introduction to Sociology
- Unpaid Leave of Absence for #11400
 - 2/2/26 - 3/5/26 (FMLA)
 - 3/6/26 - 5/20/26 (Non-FMLA)
- Salary adjustment for Kimberly Navikas, FT Adult Ed Dental Hygiene Instructor, \$67,337.36 per year, effective April 27, 2026
- Salary adjustment for Cory Adams, System Administrator, \$70,000 per year, effective April 27, 2026.

Approve Personnel Committee Report – Vote

Adjourned at 6:20 PM by Ms. Deb Sturgis

Next regularly scheduled meeting: Thursday, May 28, 2026, 6:15 PM, Mount Joy