

Personnel Committee Meeting Minutes

Meeting Information				
Meeting Date/Time:	Thursday, August 27, 2026 6:15 PM EDT	Location:	Brownstown	
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, Dr. Molly Henderson, Ms. Jodi Schuler, Ms. Rachel Hetzel, and Mr. Jeremy King				
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
Margaret Foight	Communications Coordinator	09/30/2024	09/07/2026	Brownstown
Appointments:				
Employee	Position Title	Employment Info	Start Date	Location
Curtis Fischer	Adult Ed Automotive Technician Program Director	\$71,174 per year, exempt, benefit eligible, 12 months	10/12/2026	Willow Street
Stacy Gillis	Part-Time Adult Ed Welding Instructor	\$32.75/hour, exempt, no benefits	08/25/2026	Mount Joy
Hannah Good	Part-Time Adult Ed Dental Hygiene Instructor to be utilized as a substitute.	\$40/hour, exempt, no benefits	08/17/2026	Willow Street
Nicholas Jenkins	Part-Time Adult Ed Machinist/CNC Operator Instructor	\$32.75/hour, exempt, no benefits	09/07/2026	Mount Joy
Noah Labeau	Long-Term Substitute for Introduction to Culinary Careers	\$60,262 (Column A, Step 1), exempt, benefits eligible, 189 days	Start of the 2026-2027 School Year	Brownstown
Drema Shireman	Part-Time Dining Room Aide	\$19.17/hour, non-exempt, no benefits	08/31/2026	Mount Joy
Matthew Titter	Secondary Instructor - Introduction to Culinary Careers	\$62,062 (Column A, Step 4), exempt, benefit eligible, 189 days	Start of the 2026-2027 School Year	Willow Street
Transfers:				
Employee	Position Title	Employment Info	Start Date	Location
Dr. Molly Henderson said she knows she had asked before but was curious if we hold exit interviews. Ms. Jodi Schuler explained that exit interviews are offered in several different formats. It is voluntary and is not something that departing employees often do.				
Action Items				
• FMLA:				

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- #634, Brownstown, 8/17/26 -11/10/26
- #11504, Willow Street, 7/27 - 12/23/26, Intermittent
- New Teacher Mentor:
 - Alison Shepler for Noah Labeau
 - Rachel Sprecher for Matthew Titter
- New Job Description: [Part-Time Adult Ed HVAC Instructor](#)
- [2026-27 SOS Food Service Employees](#)
- 2026-27 SOS Food Service Hourly Rates (no changes from 2025-26):
 - Food Service Specialist – \$20.00
 - General Worker Lead/Food Service Manager - \$18.00
 - Cook/Food Service Cook - \$17.00
 - General Worker/Food Service Aide - \$15.00
- [2026-27 Request for Column Movement](#)
- 2025 - 2026 Tenure
 - Alisha Irizarry

Approve Personnel Committee Report – Vote

Adjourned at 6:23 PM by Ms. Deb Sturgis

Next regularly scheduled meeting: Thursday, September 24, 2026, 6:15 PM, Mount Joy