

Joint Operating Committee Agenda
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
Thursday October 22, 2026
Willow Street Campus

Policy Committee	4:30 PM
Personnel Committee	6:15 PM
Building & Property	6:00 PM
Planning & Development	6:00 PM
Finance Committee	Conference Call – 10/21/2026 @ 2:00 PM
Executive Session	6:30 PM Prior to JOC Meeting for Personnel

Students of the Month

Brownstown

- ★ Hannah Knudsen, a student from the Warwick school district in our Photography & Multimedia program.
- ★ Connor LaBrasca, a student from the Manheim Township school district in our Plumbing program.

Mount Joy

- ★ Nathaniel Latsha, a student from the Hempfield school district in our Protectives Services Academy program.
- ★ Jaydon Hilton, a student from the Warwick school district in our Culinary Arts program.

Willow Street

- ★ Kevin Loreto, a student from the Penn Manor school district in our Introduction to Construction program.
- ★ Abriana Perez, a student from the Donegal school district in our Automotive 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.

DIRECTOR’S REPORT-

[Minutes of the September 24, 2026 Board Meeting](#), [Personnel Committee Minutes](#),
[Building and Property Committee Minutes](#), [Planning and Development Committee Minutes](#), and [Finance Committee Minutes](#).

[Feasibility Study Update - Crabtree](#)
[School Safety Presentation](#)

Local, State, and Federal Projects – Mr. Moeller will provide the committee with any updates.

[Secondary update](#)

[Post-Secondary update](#)

Approve Director's Report – Vote

[LCCTF Annual Update](#) - Darryl Gordon and Jen Baker

LCCTF Application - (Roll Call Vote)

- [LCCTC Facilities Use Application FOTR 2027](#)
- [LCCTC FOTR alcohol exemption request 10-19-26](#)

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
Ella Dietz	Full-Time 2nd Shift Custodian	11/13/2024	10/19/2026	Mount Joy
Andrew Huber	Welding Instructor	07/11/2017	10/01/2026	Mount Joy
Olivia Koltz	Part-Time PN Instructor (to be utilized as a substitute)	03/02/2026	10/07/2026	Health Sciences

Appointments:

Employee	Position Title	Employment Info	Start Date	Location
Cory Hess	Part-Time PN Instructor (to be utilized as a substitute)	\$49.81/hour, exempt, no benefits	10/26/2026	Health Sciences
Cassidy Oechslein	Communications Coordinator	\$68,696.40 annually, exempt, benefits eligible, 12 months	10/14/2026	Brownstown
Diane Sparks	Part-Time PN Instructor (to be utilized as a substitute)	\$49.81/hour, exempt, no benefits	11/02/2026	Health Sciences

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 November 2026 Joint Operating Committee ("JOC") meeting, subject to the final JOC approval of any such hirings at its December 7, 2026, meeting.
- FMLA: #11164, Willow Street, 10/19/26 - 1/8/27, Intermittent
- [2026-27 Request for Column Movement](#)
- New Job Description:
 - [10-Month Assistant Principal/Cooperative Education Coordinator](#)
 - [Bursar](#)

Approve Personnel Committee Report – Vote

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

- Cafeteria Door replacements X3 (Grant ?)
- Lancaster Sewer Authority, Moving forward will be a low-pressure system plan (Turtle Road)
- Building Automation Software (LON to Bacnet) X3 On-going

Mount Joy Updates

- Boilers Operational, Fine tuning
- Fire Alarm Panel (One trouble alarm fixed 10//12/26)
- Bright Horizon Awnings ordered
- New Building & Property Space renovations on-going
- Corridor from building to B&P on-going
- Fire Alarm Panel (One trouble alarm fixed 10//12/26)

Willow Street Updates

- Boilers Operational, Fine tuning
- Box Truck replacement
- Door access for Dental Wing On-going
- ADA Door Controls X3 (Door #1)

Health Science Updates

- Stair Case Flooring complete, Level 2 Flooring next

Facility Use

PLANNING AND DEVELOPMENT COMMITTEE

Chair – Steve Riehl

Members – Desiree Wagner, Ramon Rivers

Administrators – Michael Moeller, Karin Shipman, David Smith

Action Items

- [OAC Member List](#)
- Overnight field trip(s)
 - Penn State University - FFA State Convention - WS 6/8 - 6/10/26
- [Limited Enrollment List](#)

Approve Planning and Development Committee Report – Vote

Informational Items

- [Application Status Secondary 2026-27](#)
- [Enrollment Status Post-Secondary 2026-27](#)
- OAC Meetings Update
- APTE Program Review (Nov 3-5)

Field Trips

Date(s)	Place	Program/Campus
10/15/26	Zimmerman Auto Body Supply, Ephrata	Collison - WS

10/23/26	Hursh Painting, Brownstown	Painting - BT
10/23/26	Horse Farm - Jinny Haynes, New Providence	APST - WS
10/28/26	High Steel, Lancaster	Welding - WS
10/29/26	Dentech, Denver	Electric Construction - BT
11/2/26	Fly on the Run - Stocking Streams	APST - WS
11/5/26	New Enterprises, Hinkletown Quarry, Ephrata	HEO - BT
11/17/26	Weavers Superior Walls., Ephrata	Arch CAD - BT
11/18/26	Kinectiv, Lancaster	Photography - BT
TBA	Blessings of Hope. Leola	NTHS - BT
11/20/26	Lancaster Log Cabin, Gap	Carpentry - MJ
12/18/26	Blessings of Hope, Leola	NTHS - BT

FINANCE COMMITTEE

Chair – Andrew Welk

Members – Philip Eby, Jerry Steinman

Administrators – Jeremy Wiker, Rachel Hetzel

Financial Reports

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

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

- Permission to Purchase:
 - Replacement Van for use with students
- Permission to Bid:
 - [Brownstown Field Lease](#)

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 November JOC meeting. The details of any and all such actions taken will be reported to the JOC in December.
- [Willow Street Snow Removal](#)
- [Health Sciences Snow Removal](#)
- [Updated Salary Wage Ranges 2026-27](#)
- [Items to be Disposed](#)

Approve Finance Committee Report – Vote

Informational Items

- [Facility Use - Shredding Event Brownstown](#)
- [Participation in IU 13 Collaborative Bidding](#)
- [Highmark Information Authorization Agreements](#)
- [Luminare Amendment - ending services 12/31/26.](#)
- [Annual NPDES reports for Housing Project](#)
- [Renewal of MOU for Octorara & CDL](#)

POLICY COMMITTEE

Chair- Grant Keener

Members – Brian Conroy, Jason Breckbill

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

No Items

OLD BUSINESS

NEW BUSINESS

- December Reorganization Meeting

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

ADJOURN

The next JOC meeting will be held on December 7, 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.