

**Berks Career & Technology Center  
East Campus, Oley, PA  
Joint Operating Committee  
Regular Meeting Agenda for  
Wednesday, January 25, 2023 at 7:30 PM**

**1. Call to Order**

- A. Pledge of Allegiance to the Flag
- B. Attendance/Roll Call
- C. Announce Executive Session
- D. Agenda Items and/or Changes
- E. 2023 JOC Listings – For Information Only
  - 1. Joint Operating Committee (JOC) Members Listing [\(Enclosure\)](#)
  - 2. Joint Operating Committee (JOC) Alternates Listing [\(Enclosure\)](#)
- F. Be it resolved, that the Joint Operating Committee, acting with the affirmative vote of over two-thirds participating school districts in accordance with Section 15 of the Articles of Agreement, adopts the attached resolution to amend Section 13 of the Articles of Agreement. [\(Enclosure\)](#)

**2. Receipt of Bids – None.**

**3. Approval of Minutes**

- A. December 15, 2022 [\(Enclosure\)](#)

**4. Ratification and Approval of Bills** [\(Enclosure\)](#)

- A. General Fund
  - 1. Ratifications       \$3,599,519.37
  - 2. Approvals         \$   31,542.94
- B. Capital Reserve Fund
  - 1. Ratifications       \$       0.00
- C. Activity Fund
  - 1. Ratifications       \$   13,973.36
- D. Cafeteria Fund
  - 1. Ratifications       \$  128,133.70
- E. BCTC Education Foundation
  - 1. Ratifications       \$       0.00

**5. Acceptance of Financial Reports** [\(Enclosure\)](#)

- A. General Fund
- B. Capital Reserve Fund
- C. Activity Fund

- D. Cafeteria Fund
- E. BCTC Education Foundation

## 6. Investment of Funds

- A. General Fund, Financial Institution: PLGIT Term, Purchase Date: December 22, 2022, Maturity Date: May 19, 2023, Net Rate: 4.80%, Amount: \$500,000.00, Estimated Interested: \$9,665.75, Total Investments: \$500,000.00.
- B. General Fund, Financial Institution: PLGIT Term, Purchase Date: January 5, 2023, Maturity Date: June 5, 2023, Net Rate: 4.89%, Amount: \$500,000.00, Estimated Interested: \$10,047.95, Total Investments: \$500,000.00.

## 7. Communications

- A. Communications received on December 21, 2022 from Ms. Sandy Kramer, Executive Administrative Assistant to Boyertown Area School District, indicating that Mr. Roger Updegrave has been appointed as JOC Member to fill the unexpired term of Mr. Brian Hemmingway. [\(Enclosure\)](#)
- B. Communications received on December 28, 2022 from M.J. Reider Associates informing BCTC that we are at an acceptable level for lead in our drinking water. [\(Enclosure\)](#)
- C. Communications received on January 10, 2023 from Ms. Elaine Bleiler, Administrative Assistant to the Superintendent from Fleetwood Area School District, indicating that Mr. Gary Reinert, JOC Member and Mr. Robert Gore, JOC Alternate will continue to serve until December 31, 2024. [\(Enclosure\)](#)
- D. Communications received on January 11, 2023 from Ms. Sue Christman, Executive Secretary to the Superintendent from Schuylkill Valley School District, indicating that Mr. George Mertz, III, JOC Member and Mr. David Moll, JOC Alternate have been appointed to serve from January 1, 2023 through December 31, 2025. [\(Enclosure\)](#)
- E. Communications received on January 11, 2023 from Ms. Amy Martin, Administrative Assistant from Daniel Boone Area School District, indicating that Ms. Christen Thompson, JOC Member and Mr. Steven Rittenhouse, JOC Alternate will continue to serve until December 31, 2023. [\(Enclosure\)](#)
- F. Communications received on January 11, 2023 from Ms. Rikki DeVough, Administrative Assistant to the Office of the Superintendent from Kutztown Area School District, indicating that Mr. Jason Koch, JOC Member and Mr. Michael Hess, JOC Alternate will continue to serve until December 31, 2023. [\(Enclosure\)](#)
- G. Communications received from Ms. Kelly Harple, Executive Secretary from Twin Valley School District, indicating that Mr. John Burdy, JOC Member and Mr. Kyle Moyer, JOC Alternate will continue to serve until December 31, 2024. [\(Enclosure\)](#)
- H. Communications received on January 13, 2023 from Ms. Debra Bernecker, Director of Human Resources from Oley Valley School District, indicating that Mr. Robert Heckman, JOC Member and Mr. David Pollock, Jr., JOC Alternate will continue to serve until December 31, 2023. [\(Enclosure\)](#)

- I. Communications received on January 17, 2023 from Ms. Jennifer Reeves, Secretary to the Superintendent from Antietam School District, indicating that Ms. Kimberly Alarcon has been appointed as JOC member to fill the unexpired term of Mr. A. Michael Roberts and Mr. A. Michael Roberts has been appointed as the JOC Alternate to fill the unexpired term of Mr. James Glendening. [\(Enclosure\)](#)
- J. Monetary award received from Penn College on January 18, 2023 in the amount of \$5,000.00 for the Diesel Technology program.
- K. Communications received on January 19, 2023 from Ms. Chaydeanne Kleinfelter, Administrative Assistant to the Superintendent from Brandywine Heights Area School District, indicating that Mr. John Scheetz, JOC Member and Mr. Matthew Reitenauer, JOC Alternate have been appointed to serve from January 1, 2023 through December 31, 2025. [\(Enclosure\)](#)
- L. Communications received on January 19, 2023 from Ms. Mimi Shade, Administrative Assistant from Tulpehocken Area School District, indicating that Mr. William Palmer, Jr. JOC Member and Mr. Christopher Heck will continue to serve until December 31, 2023. [\(Enclosure\)](#)

## **8. Anyone Wishing to Address Agenda Items**

## **9. Old Business**

- A. Consideration to approve the second reading of the following Berks Career and Technology Center policies:
  - 1. Attendance (204) [\(Enclosure\)](#)
  - 2. Suspension and Expulsion (233) [\(Enclosure\)](#)

## **10. New Business**

## **11. BCTC Report**

- A. Administrative Report
  - 1. To acknowledge the six-month review of the BCTC 2022-2023 Health and Safety Plan as required by the American Rescue Plan (ARP). [\(Enclosure\)](#)
- B. Student Honors
  - 1. SkillsUSA District Four Competition Student Awards Reporting Form [\(Enclosure\)](#)
  - 2. FFA PA Farm Show Student Awards Reporting Form [\(Enclosure\)](#)
- C. Important Dates
  - 1. February 8, 2023, Open House, East Campus, 5:00 pm
  - 2. February 16, 2023, Open House, West Campus, 5:00 pm
  - 3. February 20, 2023, President's Day Holiday
  - 4. February 22, 2023, Joint Operating Committee (JOC) Meeting, West Campus, 7:30 pm
  - 5. February 23, 2023, BBEC Board Meeting, West Campus, 8:00 am

## 12. Committee Reports

- A. Finance Committee
- B. Building/Insurance Committee
- C. Negotiations Committee
  - 1. Be it resolved; the JOC authorizes the appropriate officers to enter into the attached Memorandum of Understanding with BCTCESPA. ([Enclosure](#))
- D. Program/Personnel Committee
- E. Other Committee Reports
  - 1. The 2023-2024 BCTC Proposed Budget was presented to the Superintendents at the SAC meeting on Tuesday, January 10, 2023.

## 13. Personnel Matters ([Enclosure](#))

## 14. Other Matters for Consideration

- A. Consideration to approve the auction of BCTC surplus equipment as presented, consistent with JOC Policy #701. ([Enclosure](#))
- B. Consideration to approve the 2022-2023 course curriculum for the following BCTC programs: Automotive Technology, Dental Occupations, Diversified Occupations, Early Childhood Education, Health Occupations, and Precision Machining Technology. ([AT](#), [Dental](#), [DO](#), [ECE](#), [HO](#), [PMT](#))
- C. Consideration to approve the 2022-2023 Competitive Equipment Grant budget and related expenses totaling \$46,457.00. ([Enclosure](#))
- D. Consideration to approve Chef Eric Lynch and Chef Albert DeNault to attend the International Restaurant and Food Show of NYC in New York, New York from March 4, 2023 through March 7, 2023 at a cost not to exceed \$453.14.
- E. Consideration to approve the Thaddeus Stevens College of Technology Articulation Agreement for Automotive Collision Repair Technology for the 2022-2023 school year. ([Enclosure](#))
- F. Consideration to approve the Thaddeus Stevens College of Technology Articulation Agreement for Building Construction Occupations for the 2022-2023 school year. ([Enclosure](#))
- G. Consideration to approve the Thaddeus Stevens College of Technology Articulation Agreement for Cabinetry and Wood Technology for the 2022-2023 school year. ([Enclosure](#))
- H. Consideration to approve the Thaddeus Stevens College of Technology Articulation Agreement for Masonry for the 2022-2023 school year. ([Enclosure](#))
- I. Consideration to approve the Thaddeus Stevens College of Technology Articulation Agreement for Welding Technology for the 2022-2023 school year. ([Enclosure](#))
- J. Consideration to approve Ms. Jennifer Maryniak, Ms. Loretta Sterner, Mr. Roger Voit, and Mr. Michael Stein to attend the Pennsylvania Educational Technology Expo and Conference in the Poconos, Pennsylvania from February 13, 2023 through February 15, 2023 at a cost not to exceed \$3,004.00.

- K. Consideration to approve Ms. Kelly Ruth to attend the HOSA Inc. Board of Directors' Meeting and Events in Grapevine, Texas from February 3, 2023 through February 5, 2023 at a cost not to exceed \$1,190.00.
- L. Consideration to approve Ms. Kathy Bailey, Ms. Shirley Wrigley, Ms. Jessica Eckert, and Ms. Alexa Breslin along with 86 students to tour the DaVinci Science Center on April 17, 2023 in Allentown, Pennsylvania at a cost not to exceed \$1,290.00.

**15. Persons Desiring to Be Heard**

**16. Adjournment**