



Joint Operating Committee

Agenda

Meeting Date
Wednesday, August 26, 2026

LCTI's Joint Operating Committee (JOC) Meeting
6:30 p.m. in the JOC Board Room - Virtual/In-Person
Lehigh Career & Technical Institute
4500 Education Park Drive
Schnecksville, PA 18078
5:00 p.m. - 5:45 p.m. - Business and Finance Committee - Room D204
5:15 p.m. - 5:45 p.m. - Education Committee - Room D201
5:15 p.m. - 5:45 p.m. - Facility Committee - Room D200
5:15 p.m. - 5:45 p.m. - Public Relations & School Climate Committee - JOC Board Room
5:45 p.m. - 6:30 p.m. - Executive Session
6:30 p.m. - Joint Operating Committee

1. Call to Order/Roll Call

Description: The Chairperson will call the meeting to order and roll call will be taken.

2. Pledge of Allegiance

Description: The Chairperson will lead the group in the Pledge of Allegiance.

3. Courtesy of the Floor and Public Comment

Description:

We have come to the portion of the meeting providing an opportunity for public comment.

The Joint Operating Committee (JOC) will follow the procedures established in Policy 903 Public Comment in JOC Meetings, copies of which are available at the back of this meeting room.

This time is designated for residents and taxpayers of participating school districts, employees, and students to comment on the items listed for action on deliberation on tonight's agenda.

All individuals wishing to comment this evening must have completed the document designated for requests to comment and submitted the document to the JOC Secretary prior to the start of the meeting.

Each commenter will preface their comments by announcement of their name, and if applicable, group affiliation.

The public comment period is limited to no more than thirty (30) minutes.

Each statement made by a commenter will be limited to three (3) minutes.

The JOC Chairperson will notify individuals when the time allotted for the individual's public comment has expired.

Comments by public participants are their own and should not be assumed to be the statements of Lehigh Career & Technical Institute or any of its JOC members, agents, employees, or representatives.

4. Approval of the Minutes

Description: The Joint Operating Committee (JOC) will be asked to approve the minutes from the June 24, 2026 meeting:

- 4.1 - Joint Operating Committee (JOC) Minutes (Attachment)
- 4.2 - Business & Finance Committee Minutes (Attachment)
- 4.3 - Facilities Committee Minutes (Attachment)
- 4.4 - Public Relations & School Climate Committee Minutes (Attachment)
- 4.5 - Education Committee Minutes (Attachment)

5. Chairperson's Report

Description: The Chairperson will give their report.

6. Administrative Report

Description: Executive Director's Report

- 6.1 - 2024-2025 Independent Audit Status Update - Dr. Greenawalt and Mrs. Miller
- 6.2 - Administrative Updates

7. Grants

Description: The Joint Operating Committee (JOC) will be asked to ratify the following motions:

- 7.1 - Accept the 2026 Community Development Block Grant (CDBG). LCTI Adult Workforce Education was awarded \$20,000 in CDBG funding for the Workforce Training Program by Lehigh County Department of Community and Economic Development on July 1, 2026. The CDBG project will allow LCTI to provide Lehigh County residents, who are approved by the Lehigh County Department of

Community and Economic Development, with access to training opportunities in manufacturing, logistics, construction, commercial driver's licensing (CDL), and heavy equipment operations. (Attachments)

7.2 Submission of the Public School Facility Improvement Grant Program. The application requires a 25% match commitment for the project and the match is included in the Capital Projects 2026-2027 Fiscal Year Budget. Details included in the application, include: (Attachment)

- Total Project Costs - \$2,293,950
- Grant Request - \$1,720,463
- Applicant Match Commitment - \$573,487
- Cosmetology Program MEP Infrastructure Renovation - \$1,610,550
- Central Chiller Replacement - \$649,500
- Administrative Costs - \$33,900

8. Adult Workforce Education

Description: The Joint Operating Committee (JOC) will be asked to ratify approval for:

8.1 - The Adult Workforce Education Department to enter into an agreement with the Plumbing, Heating, Cooling Contractors of the Lehigh Valley (PHCCLV), to offer a Plumbing Pre-Apprenticeship Course, with training dates September 2026 through May 2027, Monday and Wednesday evenings from 5:30-8:30 pm, for a total of 180 hours. (Attachment)

8.2 - The Adult Workforce Education Department to enter into an agreement with PA CareerLink Bucks County to provide training services under the Workforce Innovation and Opportunity Act (WIOA), effective from July 1, 2026 through June 30, 2027. (Attachment)

8.3 - The Adult Workforce Education Department to enter into an agreement with Montgomery County Economic & Workforce Development to provide training services under the Workforce Innovation and Opportunity Act (WIOA), effective from July 17, 2026 through June 30, 2027. (Attachment)

9. Personnel Items

Description: The Joint Operating Committee (JOC) will be asked to ratify the approval of the following personnel motions:

9.1 - The appointment of Russell Giordano to the position of Interim Director of Human Resources, effective August 6, 2026. The position shall report directly to the Executive Director and shall serve as a part-time, non-Act 93 employee and shall be compensated at \$650 per day. (Attachment)

9.2 - The change in the appointment of Mr. Patrick Maley from Student Success Coach to Supervisor of Career and Technical Education, effective August 10, 2026 at an annual salary of \$104,000.

9.3 - The following Plumbing, Heating, and Cooling Contractors of the Lehigh Valley

Apprenticeship Teachers at the following rates for the 2026-2027 school year, effective July 1, 2026.

Name	Rate Per Hour
Angel Berrios	\$60.00
Walker McCandless	\$48.00
Kenneth Monaco	\$60.00
Larry Shoemaker	\$45.00
Ryan Gross	\$45.00
Amy Esterly	\$38.00

9.4 - The 2026-2027 school year Adult Workforce Education wages for secondary teachers, effective July 1, 2026.

Name	Program	Increase	Rate Per Hour
Bradley Brandmeir	Welding Technology	\$0.50	\$40.50
Donald Brensinger	CPR/First Aid	\$0.50	\$40.50
Brian Day	Small Engines/Recreational Vehicle Repair	\$0.50	\$40.50
Ernest Dengler	Welding Technology	\$0.50	\$40.50
Jeffrey Doll	SOC Indoor/Outdoor Maintenance	\$0.50	\$40.50
Kevin Ferenchak	Auto Technology	\$0.50	\$40.50
Kelly Fries	Cosmetology	\$0.50	\$40.50
James Geist	Carpentry	\$0.50	\$40.50
Lisa Heineman	Automated Industrial Technology	\$0.50	\$40.50
Steven Johnston	Auto Collision Repair	\$0.50	\$40.50
Kevin Keeler	Heating/Air Conditioning and Refrigeration (HVAC)	\$0.50	\$40.50
Vicki Lynch	Supply Chain Management & Logistics (Forklift Safety)	\$0.50	\$40.50
Keith Lyons	Painting & Design	\$0.50	\$40.50
Jeffrey McGouldrick	Auto Technology	\$0.50	\$40.50
Gregory Merchlinsky	Automated Industrial Technology	\$0.50	\$40.50
Charlene Rarick-Knauss	CPR/First Aid	\$0.50	\$40.50
Steven Ring	Building Trades	\$0.50	\$40.50
Matthew Ryan	Auto Technology	\$0.50	\$40.50
Robert Salim	Cosmetology	\$0.50	\$40.50

Aaron Schock	Precision Machine Tool Technology	\$0.50	\$40.50
Thomas Shirkness	Carpentry	\$0.50	\$40.50
Rachael Toman	Cosmetology	\$0.50	\$40.50
James Wabals	Heavy Equipment Operations & Preventive Maintenance	\$0.50	\$40.50

9.5 - The appointment of Robert Foltz as a full-time School Police Officer at a rate of \$42.72 per hour, effective August 17, 2026, and contingent upon the successful completion of the National Association of School Resource Officers Basic School Resource Officer training and in accordance with the terms and conditions of the attached Petition for Appointment of a School Police Officer. (Attachment)

9.6 - The transfer of Nicole Nikisher from School-to-Career Secretary to Secretary to Supervisor of CTE & Special Education, effective August 3, 2026, at her approved hourly rate.

9.7 - The transfer of Tara Keenan from Secretary to the Academic Center Principal to School to Career Secretary, effective August 11, 2026, at her JOC approved hourly rate.

9.8 - The change in appointment of Douglas Troxell from English Language Arts Teacher to Student Success Coach, effective August 18, 2026. There is no change in salary.

9.9 - The addition of January Sleiman to the 2026-2027 Substitute Teacher list, effective August 11, 2026.

9.10 - The addition of Michael Tonno to the 2026-2027 Substitute Teacher list, effective, August 27, 2026.

9.11 - The removal of Shelly Papp from the 2026-2027 Substitute Teacher List, effective August 11, 2026.

9.12 - The removal of Sandra Ziegler from the 2026-2027 Substitute Teacher List, effective August 20, 2026.

9.13 - The removal of the following substitutes, effective July 1, 2026:

Name	Position
Kevin Browning	Teacher
Randy Eck	Teacher
Carol Monkiewicz	Teacher
Wendy Rogers	Teacher

9.14 - The Substitute List for the 2026-2027 school year. (Attachment)

9.15 - The resignation of Kevin Keeler, Heating/Air Conditioning and Refrigeration

(HVAC) Teacher, due to retirement, effective January 16, 2027.

9.16 - The resignation of Matthew Pirolli, Social Studies Teacher, effective July 9, 2026.

9.17 - The resignation of Pamela Davenport, Part-time Instructional Assistant, effective August 5, 2026.

9.18 - The resignation of Matthew Egan, Intervention Assistant, effective August 17, 2026.

9.19 - A tenure contract for Ashley Detweiler, English Learner Teacher, with an effective date of August 23, 2026. (Attachment)

9.20 - Payment for 14.75 additional hours in July 2026 for Dereck Rogers, Advisor for Facilities and Operations, to provide support and organizational continuity during the transition of facilities leadership.

Note: This motion was approved at the June 4, 2026 meeting: The position shall report directly to the Executive Director and shall serve as a part-time, non-Act 93 employee. The position is authorized for up to 100 hours per month, as approved by the Executive Director, and shall be compensated at an hourly rate of \$60.00 per hour. The purpose of the position is to provide transition support and organizational continuity during the transition of facilities leadership by preserving institutional knowledge, supporting the successful onboarding of the Director of Facilities, assisting with the completion of major capital projects and operational initiatives, and advancing organizational safety efforts. The Executive Director is authorized to assign duties and responsibilities consistent with the job description and the strategic priorities of the Lehigh Career & Technical Institute. The Executive Director shall periodically review the organizational need for the position and provide recommendations

9.21 - Payment for an additional one (1) day for Stephanie Barto, School-to-Career Coordinator for work done, including visits and Jobready CTE tasks exceeding the six (6) days approved at the May 27, 2026 meeting.

Note: The motion approved at the May 27, 2026 JOC Meeting was: The following School-to-Career Coordinators to work a combined maximum of six (6) days as assigned by their supervisor, Regina Naradko, at their per diem rate for worksite development and mentoring students on summer internships from June 12 - August 18, 2026. The cost will be covered by the General Fund. The motion included the following School-to-Career Coordinators: Stephanie Barto, Joseph Baylog, and John Shaner.

9.22 - Payment for an additional one (1) day for Daniel Snyder, School Counselor for work done exceeding the forty-one (41) days approved at the February 25, 2026 meeting.

Note: the motion approved at the February 25, 2026 JOC Meeting was: Payment to the following Counselors, for a combined maximum of 41 days, at their per diem

rate, for scheduling students from February 25, 2026 through June 30, 2026. The Director of Student Services will supervise the following Counselors: Briann Murray, Cory Schnaufer, Daniel Snyder, Jessica Kamber, and Katrina Borgerding.

9.23 - Martha Figueroa, Multilingual Outreach Coordinator, to attend the Allentown School District Back to School Bash on August 12, 2026, up to a maximum of 9 hours, at her JOC approved hourly rate. Costs to be paid by the Student Services Budget.

9.24 - Change in appointment of Joseph Nester, from Special Education Facilitator to Service Occupations Cluster Teacher, effective, August 18, 2026. There is no change in salary.

10. Curriculum

Description: The Joint Operating Committee (JOC) will be asked to approve:

10.1 - The following program changes effective with the 2026/2027 school year:

Program	CIP Code	Status
Administrative Office Technology	52.0401	Closing
Cabinetmaking & Millwork	48.0703	Closing
Building/Property Management	46.0401	Closing

10.2 - Payment to Kaitlyn Olson, Instructional Coach, and Stacie Knehr Kutz, Instructional Technology Specialist, for facilitating the 2026-2027 School Year Induction Program for a maximum of seven and a half (7.5) hours each at the facilitator rate of \$56.50 per hour effective through May 10, 2027. Costs to be paid by the Curriculum Budget.

10.3 - Payment to Stacie Knehr Kutz, Instructional Technology Specialist and Kaitlyn Olson Instructional Coach, for hours completed facilitating the New Teacher Orientation on August 11-14, 2026. Each individual will be paid according to the hours listed below at the facilitator rate of \$56.50 per hour. Costs to be paid by the Curriculum Budget.

Date	Teacher	Hours
August 10, 2026	Stacie Knehr-Kutz	7
August 11, 2026	Stacie Knehr-Kutz	7
August 12, 2026	Kaitlyn Olson	7
August 13, 2026	Kaitlyn Olson	7

10.4 - Payment to the following individuals for facilitating the 2026-2027 school year In-Service held from August 18-20, 2026. Each individual will be paid for a maximum of eight (8) hours each at the facilitator rate of \$56.50 per hour. Costs to be paid by the Curriculum Budget.

Name	Position
Kaitlyn Olson	Instructional Coach
Stacie Knehr-Kutz	Instructional Technology Specialist
Ashley Detweiler	English Learner Teacher

11. Committees

Description: The JOC will hear updates from the following Committees.

11.A. Committee Report: Business & Finance

Description: Committee Members: Ms. Carol Facchiano, Mr. Gary Fedorcha, Dr. Cereta Johnson, Ms. Audrey Mathison, Ms. Sarah Nemitz (Chairperson), and Mr. Fady Salloum

Ms. Nemitz will provide the Business & Finance Committee Report. (Attachment)

11.B. Committee Report: Facility

Description: Committee Members: Mr. Jeffrey Jankowski, Dr. Joshua Levinson (Chairperson), Mr. Luis Melecio, Mr. Denzel Morris, and Mr. Matthew Weimann

Dr. Levinson will provide the Facilities Committee Report. (Attachment)

11.C. Committee Report: Public Relations & School Climate

Description: Committee Members: Ms. Alyssa Beckwith, Ms. Evette D'Amore, Ms. Jillian Emert, Mr. Timothy Kearney (Chairperson), Ms. Gabrielle Klotz, and Mr. Jon Macklin

Mr. Kearney will provide the Public Relations & School Climate Committee Report. (Attachment)

11.D. Committee Report: Education

Description: Committee Members: Dr. Rita Perez, Mr. Jay Rohatgi, Ms. Rachael Scheffler, and Ms. Marisa Ziegler (Chairperson)

Ms. Ziegler will provide the Education Committee Report. (Attachment)

12. Conferences

Description: The Joint Operating Committee will be asked to approve:

12.1 - Gary Fedorcha, the voting delegate representing LCTI at the Pennsylvania School Board's Association (PSBA) Delegate Assembly, to attend the in-person session on November 7, 2026, at Cumberland Valley High School. The total cost to LCTI for meals and mileage is approximately \$144.75.

13. Bid Recommendations

Description: The Joint Operating Committee (JOC) will be asked to ratify the approval of:

13.1 - The Bid Recommendations and award of the following bids that were opened on Tuesday, June 23, 2026: General Office Supplies, Maintenance Supplies and Xerographic Paper. LCTI solicited bids for Carpentry-lumber but we did not receive any responses. Present during the process were Mr. Brian Strohl and Ms. Stacy Gober. (Attachment)

14. List of Bills

Description: The Joint Operating Committee (JOC) will be asked to approve the List of Bills dated: (Attachment)

14.1 - June 30, 2026

14.2 - July 2026

14.3 - August 2026

15. Financial Reports

Description: The Joint Operating Committee (JOC) will be asked to approve the:

15.1 - Treasurer's Report_June & July 2026 (Attachment FR#1)

15.2 - Board Summary Report_July & August 2026 (Attachment FR#2)

15.3 - Student Activity Report_June & July 2026 (Attachment FR#3)

16. Miscellaneous: Agreements, Contracts, MOU's

Description: The Joint Operating Committee (JOC) will be asked to:

16.1 - Ratify entering into the transportation contract for the 2026-2027 school year. Selection of the carrier during the 2026-2027 school year will be based on the specific trip details and availability (Attachment)

16.2 - Ratify a Memorandum of Understanding (MOU), between the Lehigh Career & Technical Institute (LCTI) and the Administrators subject to the terms and conditions of the Compensation Plan for Administrators (The "Act 93 Plan") in effect for the 2022-2023 through the 2026-2027 school years. (Attachment)

16.3 - Ratify the Technical Assistant Program (TAP) Memorandum of Understanding with the Pennsylvania Department of Education ensuring participation in the listed TAP activities for the 2026-2027 school year. There is no cost to LCTI. (Attachment)

16.4 - Approve the Memorandum of Understanding (MOU), between the Lehigh Career & Technical Institute (LCTI) and the LCTIEA to include the position of school health officer in the current collective bargaining agreement between the parties as presented. (Attachment)

17. Miscellaneous: Business & Finance

Description: The Joint Operating Committee (JOC) will be asked to:

17.1 - Approve the 2026 - 2027 Proposed Capital Projects - Facility Budget (Attachment)

17.2 - Approve the 2026 - 2027 Proposed Capital Projects - Technology Budget (Attachment)

17.3 - Ratify the removal of Lehigh Career & Technical Institute (LCTI) procurement card authorization due to the resignation of Human Resource Manager, Ms. Stacey Day, effective Ms. Day's last day of work at LCTI.

17.4 - Ratify the removal of Lehigh Career & Technical Institute (LCTI) procurement card authorization due to Dr. Dereck Rogers change-of-status from Facility Director (Full-time) to Advisor of Facilities and Operations (part-time) with an effective date on the last day of his full-time work date at LCTI.

17.5 - Ratify the following employees to use the LCTI procurement cards during the 2026-2027 school year as per Policy #625:

Name	Position
Dr. Matthew Zampetti	Director of CTE
Mr. Numa Pompilio	Director of Facilities

18. Miscellaneous: Educational Technology, Textbooks, Resources

Description: The Joint Operating Committee (JOC) will be asked to approve:

18.1 - The purchase of the following application for the Cosmetology program. This professional salon scheduling platform that will allow LCTI's Cosmetology students to gain hands-on experience with appointment scheduling, client management, automated reminders, and salon operations using industry-relevant technology.

Product Name	Company	Contact Person	Contact Number	Contact Email	Total Cost
Appointy	Appointy	N/A	N/A	N/A	\$240.00/year

19. Miscellaneous: Technology

Description: The Joint Operating Committee (JOC) will be asked to approve:

19.1 - The list of items scheduled for Technology Recycle. In alignment with Policy 706.1 - Disposal/Sale of Surplus School Property, the technology items listed in the attached document titled "Technology Recycle-JOC August 2026" are scheduled for recycling. Items will be responsibly processed by Computer Systems Asset Disposal (CSAD), a certified provider under the National Association for Information

Destruction (NAID). This ensures that all data-bearing devices are securely handled and disposed of in compliance with industry standards for data destruction and environmental responsibility. (Attachment)

20. Miscellaneous: Policies

Description: The Joint Operating Committee (JOC) will be asked to review:

20.1 - The following policies for a First Reading:

- Policy #212 - Reporting Student Progress (Attachment)

20.2 - The following Administrative Regulations (ARs):

- Policy #903 - Public Participation in Joint Operating Committee Meetings
 - AR #903-AR-1-2 - Presiding Officer Statement (Attachment)

21. Miscellaneous: Informational

Description: Correction to May Agenda

21.1 - The contract with CM3 Building Solutions approved at the May 27, 2026 meeting was incorrectly identified as a three-year term; however, the agreement was for a one-year term and from year-to-year thereafter until terminated. The approved May attachment contained the correct information.

22. New Business

Description: The Chairperson will ask if there is any new business.

23. Meeting Adjournment

Description: The Chairperson will ask for a motion to adjourn the meeting.

24. Next Meeting

Description: Next Meeting Date

The next meeting will be held on Wednesday, September 23, 2026.
