



JOINT OPERATING COMMITTEE MEETING

March 1, 2023

6:30 P.M.

DIRECTOR'S REPORT

- ITEM 1: Recommend approval of Public Safety students to participate in mock interviews with the Plymouth Township Police Department at the Plymouth Township Community Center on February 28, 2023, at no cost. (Attachment #1)
- ITEM 2: Recommend approval of Ali Fakira to attend the SkillsUSA State Officer training on March 5 to March 7, 2023, at Hershey Lodge, at no cost to the student. James Brunken to attend as a chaperone, his accommodations not to exceed \$400.00. Dr. Angela King to chaperone on March 7, 2023. (Attachment #2)
- ITEM 3: Recommend approval of Health Care students to attend HOSA State Leadership Conference at Valley Forge Convention Center on March 29 to March 30, 2023, at no cost to the student. Instructors, Noelle Pumo and Kelly Williams will chaperone. Registration and accommodations will cost approximately \$8,500.00. Schoolwide fundraising will offset the cost. (Attachment #3)
- ITEM 4: Recommend approval of students who took first place in the SkillsUSA District II Competitions to attend the SkillsUSA State Competitions at the Hershey Lodge and Convention Center April 12 to April 14, 2023, at no cost to the student. James Brunken, Troy Madden, Gerald Damon, and Sandy Brower to attend as chaperones. Registration and accommodations not to exceed \$11,500.00. Schoolwide fundraising will offset the cost. (Attachment #4)
- ITEM 5: Recommend approval of TAP MOU for the 2023-2024 school year. Signatures from the CTC Director, Supervisor of Record, and J.O.C Chairperson are required. (Attachment #5)

DR. ANGELA KING
EXECUTIVE DIRECTOR



FIELD TRIP REQUEST FORM

ATTACHMENT #1

Return completed form to the Director's Office. All Field Trips require J.O.C. approval. Request form must be submitted four (4) weeks prior to the event.

Today's Date: 2-10-2023 Date of Trip: 2-28-2023 Instructor making request: Joe Renzi

Destination: Plymouth Township Community Center

Destination address: 2910 Jolly Road, Plymouth Meeting, PA 19462

Destination Telephone # and Contact Person: 610-277-4312 - Gail Plant

Names of Chaperones: Substitute Needed? No. students participating: 7

Session: [X] A.M. [] P.M. [] Both

[] Yes [X] No

[] Yes [] No [] Yes [] No

Leave 7:45 am Return 9:30 am

Transportation: [X] School Van [] School Bus [] Chartered Bus [] Airline

Describe how students are selected for participation:

Morning Seniors (not taking NOCTI) will attend and will participate in mock interviews.

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

To meet and interview with law enforcement industry professionals, create connections and walk away with valuable information for college and/or career, no cost to the student.

Source of Funding:

Budgeted General Funds \$ 0

Youth Club Fund Raising \$ 0

Grant \$ 0

Individual Class Account \$ 0

J. Renzi

Instructor's Signature [Signature]

Supervisor's Signature [Signature]

Director's Signature [Signature]

J.O.C. Approval Date

Permission Slips Given to Instructor: Date: [] Date Returned: []

Bus: [] Date Ordered: []

Contact Person: [] Cost: []

Return completed form to the Director's Office. **All Field Trips require J.O.C. approval.**
Request form must be submitted four (4) weeks prior to the event.

Today's Date: 02/15/23 Date of Trip: Mar5-7, 2023 Instructor making request: Sandra Brower

Destination: Hershey Lodge

Destination address: 325 University Drive, Hershey PA 17033

Destination Telephone # and Contact Person: (844)330-1799

Names of Chaperones: _____ Substitute Needed? _____ No. students participating:

James Brunken (03/05-03/07) Yes No

Session: A.M. P.M. Both

Angela King (03/07) Yes No

Leave Return

 Yes No

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Ali Fakiira was selected by CMTHS staff as a candidate for SkillsUSA State Officer. He ran for a position as SkillsUSA State officer and was elected at last years state conference.

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

This state officer training is the final preparation time for this years SkillsUSA Pennsylvania State Leadership and Skills Conference. See the attached agenda for more details.


Source of Funding:

Budgeted General Funds \$

Youth Club Fund Raising \$

Grant \$

Individual Class Account \$


Instructor's Signature


Supervisor's Signature


Director's Signature

J.O.C. Approval Date

Permission Slips Given to Instructor: _____ Date: Date Returned:

Bus: Date Ordered:

Contact Person: Cost:

State Officer Training
Hershey Lodge in Hershey, PA
March 5-7, 2023

Sunday, March 5th

- 4 pm Arrival and Check in Hershey Lodge
- 4:30 pm Meeting with Team including Advisors Hershey Tower
- 5:30 pm Dinner departure Houlihans
- 7 pm - 9 Intro, Welcome Speeches, & O&C Hershey Tower
- 9 pm - 11 Team Time/Study Session TBA
- 11 pm Curfew

Monday, March 6th

- 8 am Breakfast departure Hershey Pantry
- 9 am - 12 pm Full Opening with added Speeches
- 12 pm – Lunch Bears Den
- 1 pm - 4 pm Closing Ceremony
- 4:00 pm Prompt Departure for Team Time TBD
- 7:30 pm - Dinner Chocolatier
- 11 pm Curfew

Tuesday, March 7th

- 8 am Breakfast Cocoa Beanery
- 9am - 12 Review and present all parts Hershey Tower

Advisors are welcome to join us for all meals and Team Time. (Meals and Team Time outings will require your own transportation and expenses.)

Return completed form to the Director's Office. **All Field Trips require J.O.C. approval.**
Request form must be submitted four (4) weeks prior to the event.

Today's Date: 2-24-2023 Date of Trip: 3/29-3/30/23 Instructor making request: Noel Pumo

Destination: HOSA State Leadership Conference at Valley Forge Convention Center

Destination address: 1160 1st Ave, King of Prussia, PA 19406

Destination Telephone # and Contact Person: Vanessa Morris, 610-768-3215

Names of Chaperones: _____ Substitute Needed? _____ No. students participating:

Kelly Williams Yes No Session: A.M. P.M. Both

 Yes No

 Yes No

Leave Return

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Completion of skills, consistency of practice, attendance to class, class grade overall

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

Students will meet other HOSA students throughout the state, exposure to medical leadership, walk away with valuable information and prep for the health industry.

Source of Funding:

Budgeted General Funds \$

Youth Club Fund Raising \$

Grant \$

Individual Class Account \$

Noel Pumo

Instructor's Signature _____

Supervisor's Signature _____

Director's Signature _____

J.O.C. Approval Date _____

Permission Slips Given to Instructor: _____ Date: _____

Date Returned: _____

Bus: _____ Date Ordered: _____

Contact Person: _____ Cost: _____

Return completed form to the Director's Office. **All Field Trips require J.O.C. approval.**
 Request form must be submitted four (4) weeks prior to the event.

Today's Date: 02/23/23 Date of Trip: 04/12-14/23 Instructor making request: Sandra Brower

Destination: Hershey Lodge

Destination address: 325 University Drive, Hershey PA 17033

Destination Telephone # and Contact Person: (717)534-8696 Michele Maxwell

Names of Chaperones: _____ Substitute Needed? _____ No. students participating:

James Brunken Yes No Session: A.M. P.M. Both

Troy Madden, Gerald Damon Yes No

Sandra Brower Yes No Leave Return

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Students are selected for the SkillsUSA State Conference by winning gold in the district 2 competitions or are participating in direct to states competitions and were selected by their instructors. We also have a current SkillsUSA state officer who will be attending 04/10-04/14/22 at no cost to the school. We have a student who is running for a state officer and one delegate who was selected to support our state officer candidate and be on the delegate teams.

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

The purpose of this trip is for the students to compete at the state level against other Career & Technical Educations students in events related to their program of study or leadership competitions. Student participation in the SkillsUSA State conference has a positive and lasting impact on their lives by helping them develop leadership, workplace and technical skills. Student competitors, state officer, state officer candidate and delegate will be able to share ehir experiences with their classmates which will enhance SkillsUSA at CMTHS for years to come.

Source of Funding:

Budgeted General Funds \$

Youth Club Fund Raising \$

Grant \$

Individual Class Account \$


 Instructor's Signature


 Supervisor's Signature


 Director's Signature

 J.O.C. Approval Date

Permission Slips Given to Instructor: _____ Date:

Date Returned:

Bus: Date Ordered:

Contact Person: Cost:



**2023 SkillsUSA Pennsylvania Competition Invoice For
Central Montco Technical High School**

821 Plymouth Road Plymouth Meeting, PA 19462
610-277-2301

Make Checks Payable To:

SkillsUSA Pennsylvania
Attention: Dodie Amigh
373 Edna Street
Hollidaysburg, PA 16648
Payment due by April 5th, 2023

#	Student Name	Contest	Division	Advisor	School	Amount
1	Sandra Brower	Advisor	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
2	Karli Carbo	Career Pathways Showcase: Human Services	Secondary	Troy Madden	Central Montco Techn...	\$110.00
3	Gerald Damon	Advisor	Secondary	Gerald Damon	Central Montco Techn...	\$110.00
4	Andrew Delgrego	Audio/Radio Production	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
5	Mateo Escudero	Digital Cinema Production	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
6	Nicholas Hoeke	Digital Cinema Production	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
7	Hannah Hostetter	Photography	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
8	Maya James	Career Pathways Showcase: Human Services	Secondary	Troy Madden	Central Montco Techn...	\$110.00
9	Jacob Kiker	Television (Video) Production	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
10	Gerardo Lopez	TeamWorks	Secondary	Gerald Damon	Central Montco Techn...	\$110.00
11	Troy Madden	Advisor	Secondary	Troy Madden	Central Montco Techn...	\$110.00
12	Luis Martinez-Andrade	TeamWorks	Secondary	Gerald Damon	Central Montco Techn...	\$110.00
13	Michael Petruska	TeamWorks	Secondary	Gerald Damon	Central Montco Techn...	\$110.00
14	Karlie Picard	Cake Decorating	Secondary	Troy Madden	Central Montco Techn...	\$110.00
15	Wilson Prieto	Television (Video) Production	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
16	Aiden Ring	Observer	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
17	Carlyn Sanchious	Cake Decorating	Secondary	Troy Madden	Central Montco Techn...	\$110.00
18	Tyler Schiele	TeamWorks	Secondary	Gerald Damon	Central Montco Techn...	\$110.00
19	Kiera Sieker	Photography	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
20	Devon Stein	Career Pathways Showcase: Human Services	Secondary	Troy Madden	Central Montco Techn...	\$110.00
21	Jared Thomas-Payne	Audio/Radio Production	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
22	Brianna Waltz	Telecommunications Cabling	Secondary	Gerald Damon	Central Montco Techn...	\$110.00
23	Gabriel Witthohn	Delegate	Secondary	Sandra Brower	Central Montco Techn...	\$110.00
1 - Team Works Fee						400.00
Total						\$2,930.00

- 110.00 (T.M.)
\$ 2,820.00



SKILLS USA

HOUSING SUMMARY SHEET - Due by Friday, March 10, 2023

2023 STATE LEADERSHIP CONFERENCE



School Name: Central Montco Technical High School Advisor's Name: Sandra Brower
 Address: 821 Plymouth Road
 School Phone: 610-277-2301 Home Phone: 6108647308
 E-mail Address: sbrower@cmths.org
 District: 2

SKILLS USA - State Leadership Conference – April 12 - April 14, 2023

Two-Night Package Plan: Rates include overnight accommodations, dinner on 4/12, Breakfast, Lunch & Dinner on 4/13 and Breakfast on 4/14/23. The contracted priced are inclusive of meal gratuities and all applicable taxes.

Number of Rooms Needed	Number of Persons Attending	Room Type	X	Rate Per Person	=	Total \$
2	2	Early Check-in		197.58		\$395.16
1	4	Quad		\$286.00		\$1,144.00
4	12	Triple		\$319.00		\$3,828.00
2	4	Double		\$385.00		\$1,540.00
3	3	Single		\$583.00		\$1,749.00
11	24	Total Due at Check-in				\$8,656.16

PAYMENT OPTIONS:

1. Purchase Order - We require a PO # AND a Copy of the Purchase Order
2. Check - All check payments should be received prior to arrival. Please make checks payable to "Hershey Entertainment & Resorts Company"
3. Credit Card - Please complete a "Letter of Authorization" (CC will not be charged until the conclusion of the conference).

** If a Purchase Order or Check Payment is NOT received prior to arrival, a form a payment will be required at Check-In.

Please type the summary sheets and mail, email, or fax them to:

Hershey Lodge
 Attention: Michele Maxwell
 325 University Drive
 P.O. Box 446
 Hershey, PA 17033-0446
 email: mamaxwell@hersheypa.com
 Phone: 717.534.8696
 Fax: 717.520.5413

Note: Housing Summary Sheets are due to Michele by Friday, MARCH 10, 2023

Note: Changes/cancellations are due to Michele by Friday, APRIL 07, 2023

SKILLS USA -STATE LEADERSHIP CONFERENCE

ROOMING LIST

1. Type names of all persons occupying each room. Indicate "M: for Male or "F" for Female. List advisor rooms first indicating "A".
2. Insert type of room desired (quad, triple, double). Remember you will be billed for the number of persons per room – not for the accommodation checked. **If you wish to room students with another school, YOU will need to make the arrangements.** Both schools should list the appropriate information and make notations on their individual forms.
3. If you need to make a change to your form after submitting it, please resubmit your housing form, noting the changes.
4. *E/A indicates early arrival. Overnight accommodations are available at **The Hershey Lodge on Monday, April 10 and/or Tuesday, April 11, 2023. The cost of these rooms is \$178.00 plus 11% taxes per room per night. (\$197.58 per Room) - (No Meals Included).**
5. Please indicate if a handicap accessible room is required.

Room #	Name(s) - List last name first	M/F/A	Type	*EA	
Room # 1 Room from Tuesday, March 11-14	Madden, Troy	M/A	Quad	*EA	
			Triple		
			Double		
			Single	197.58 + 583.00	780
Room # 2 Room for 04/10- /04/11 only	Brunken, James		Quad	EA	
			Triple		
			Double		
			Single	197.58	197.58
Room # 3	Damon, Gerald	M/A	Quad		
			Triple		
			Double		
			Single	583	583
Room # 4	Brower, Sandra	F/A	Quad		
			Triple		
			Double		
			Single	583	583
Room # 5	Carbo, Karli	F	Quad		
	Stein, Devon	F	Triple	319	
	James, Maya	F	Double		
			Single		957
Room # 6	Picard, Karli	F	Quad	286	
	Sanchious, Carlyn	F	Triple		
	Sieker, Kiera	F	Double		
	Hostetter, Hannah	F	Single		1144
Room # 7	Ring, Aiden	M	Quad		
	Waltz, Brianna	M	Triple		
			Double	385	
			Single		770
Room # 8	Schiele, Tyler	M	Quad		
	Withohn, Gabriel	M	Triple	385	
			Double		
			Single		
Room # 9	Petruska, Michael	M	Quad		

		Martinez-Andrade, Luis	M	Triple	319
		Lopez, Gerardo	M	Double	
				Single	
					957
	Room #10	Name(s) - List last name first	M/F/A	Type	*EA
		Prieto, Wilson	M	Quad	
		Escudero, Mateo	M	Triple	319
		Delgado, Andrew	M	Double	
				Single	957
	Room #11	Name(s) - List last name first	M/F/A	Type	*EA
		Hoeke, Nicholas	M	Quad	
		Thomas-Payne, Jared	M	Triple	319
		Kiker, Jacob	M	Double	
				Single	957
	Room #	Name(s) - List last name first	M/F/A	Type	*EA
				Quad	
				Triple	
				Double	
				Single	
	Room #	Name(s) - List last name first	M/F/A	Type	*EA
				Quad	
				Triple	
				Double	
				Single	
	Room #	Name(s) - List last name first	M/F/A	Type	*EA
				Quad	
				Triple	
				Double	
				Single	
	Room #	Name(s) - List last name first	M/F/A	Type	*EA
				Quad	
				Triple	
				Double	
				Single	
	Room #	Name(s) - List last name first	M/F/A	Type	*EA
				Quad	
				Triple	
				Double	
				Single	
	Room #	Name(s) - List last name first	M/F/A	Type	*EA
				Quad	
				Triple	
				Double	
				Single	



State Leadership & Skills Conference
Hershey, PA; April 12-14, 2023

Competition	CTE Program	Competitor Name	Sending School	Grade
Audio/Radio Production (team of 2)	Video, Sound & Music	Jared Thomas-Payne	Plymouth Whitmarsh	10
Audio/Radio Production (team of 2)	Video, Sound & Music	Andrew (AJ) Delgrego	Plymouth Whitmarsh	11
Cake Decorating (team of 2)	Baking & Pastry	Karlie Picard	Plymouth Whitmarsh	12
Cake Decorating (team of 2)	Baking & Pastry	Carlyn Sanchious	Norristown	12
Career Pathways Showcase: Human Services	Baking & Pastry	Karli Carbo	Norristown	11
Career Pathways Showcase: Human Services	Baking & Pastry	Devon Stein	Norristown	12
Career Pathways Showcase: Human Services	Baking & Pastry	Maya James	Plymouth Whitmarsh	12
Delegate / Mascot	Building Trades	Gabriel Witthohn	Lower Merion	11
Digital Cinematography (team of 2)	Video, Sound & Music	Nick Hoeke	Plymouth Whitmarsh	10
Digital Cinematography (team of 2)	Video, Sound & Music	Mateo Escudero	Norristown	11
Photography	VSAMP	Kiera Sieker	Upper Merion	11
Photography	Video, Sound & Music	Hannah Hostetter	Upper Merion	11
State Officer	Networking Tech	Ali Fakira	Upper Merion	11
State Officer Candidate	Baking & Pastry	Aidan Ring	Upper Merion	10
TeamWorks	Building Trades	Michael Petruska	Upper Merion	12
TeamWorks	Building Trades	Luis Martinez-Andrade	Norristown	11
TeamWorks	Building Trades	Tyler Schiele	Archbishop Carrol	12
TeamWorks	Building Trades	Gerardo Lopez	Norristown	11
Telecommunication Cabling	Networking Tech	Brianna Waltz	Upper Merion	12
Television / Video Production (team of 2)	Video, Sound & Music	Jacob Kiker	Plymouth Whitmarsh	12
Television / Video Production (team of 2)	Video, Sound & Music	Wilson Prieto	Norristown	12

2023-2024

MEMORANDUM of UNDERSTANDING

Between

Career and Technical Education Centers

Or

School Districts

And

The Bureau of Career and Technical Education (BCTE)

For

Participation in the BCTE Technical Assistance Program

Technical Assistance Program Commitment

Despite a decade of reform and rising public expenditures for education, little has changed in most high schools to prepare students for the demands of work and further education. The Technical Assistance Program (TAP) is focused on assisting schools in raising student academic achievement. The technical assistance is designed to support career and technical centers (CTCs) and high schools with approved programs by offering these sites multiple resources at minimal cost.

Purpose

The purpose of this Program is to significantly raise the academic and technical achievement of all students enrolled in approved career and technical education programs at a CTC or high school which take advantage of this opportunity. Through this Program, the BCTE will assist CTCs and their sending school districts with raising student performance on academic assessments and occupational end-of-program assessments. Each participating school agrees to align their Perkins local application activities for increasing student achievement with the TAP activities and participate in all professional development activities provided by BCTE.

Goal

The academic targets and skill attainment targets are based on the meaningful progress targets negotiated as part of the Perkins V grant process for 2S1 Keystone Literature, 2S2 Keystone Algebra, and 5S4 Skill Attainment.

TAP Activities

Your school has indicated all TAP services and activities you wish to participate in during the 2023-2024 school year. Schools have been chosen to participate in the TAP services and activities based on the BCTE review of your Intent to Participate Survey responses and a school's ability to most benefit from each TAP services and activities. By signing and returning the Memorandum of Understanding (MOU), your school agrees to participate in all TAP activities listed on the MOU. **The BCTE staff expects each school to commit to the training and coaching days listed for each TAP service and activity.** TAP consultants will contact each school's administrator to schedule training and coaching days after the MOU is signed and returned. If participating in any of the PIL Programs, the BCTE will assume the cost in EACH of the PILs for two participants who are seeking Act 45 hours. In the future, if you are unable to participate in a TAP activity listed on the signed MOU, contact Erin Young at elw12@psu.edu. The BCTE staff will be made aware of these changes to the MOU.

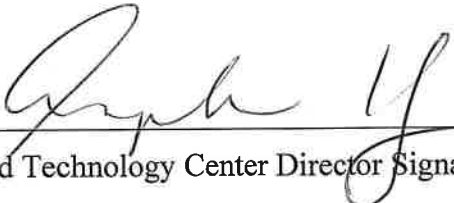
Due to the ongoing updates to school safety regulations, providers of TAP activities will adapt training and coaching sessions to meet the specific needs of each school. Activities will be delivered as face-to-face, synchronous, or asynchronous as feasible and appropriate for each school.

**Memorandum of Understanding
with
Central Montco Technical High School**

**2023-2024
Technical Assistance Program (TAP) Activities**

By signing this Memorandum of Understanding, you are assuring your school's participation in the following TAP activities:


- NOCTI Pre-Tests and Study Guides
- MAX Teaching with Reading and Writing
- Pennsylvania Inspired Leadership (PIL) Program – New Director Academy – Part 1
- Pennsylvania Inspired Leadership (PIL) Program – New Director Academy – Part 2



Career and Technology Center Director Signature 2/24/2023
Date

Superintendent of Records Signature Date

Joint Operating Committee Chair Signature Date



Director, Bureau of Career and Technical Education 2/20/2023
Pennsylvania Department of Education Date