

Northern Tier Career Center  
**REGULAR MEETING of the JOINT OPERATING COMMITTEE**  
 Thursday, April 20, 2017, 6:30 PM  
 NTCC Conference Room

**AGENDA**

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER: President, Gene Anne Woodruff
3. ROLL CALL ATTENDANCE
4. PRESENTATION
5. VISITORS' COMMENTS ON AGENDA ITEMS:

Please give name, address, organization which you represent, and subject. It is requested that comments be kept to three (3) minutes and comments relative to private student or employee matters should be directed to the Director outside of the meeting.

6. APPROVAL OF MINUTES:
  - A. Regular Meeting - March 23, 2017

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

7. REPORTS:
  - A. Practical Nursing, Mrs. Margaret Johnson
  - B. Administrative Director, Gary Martell
  - C. Superintendent of Record, Charles Young

8. FINANCIAL REPORTS:
  - A. Ratification of Bills, March 11, 2017 to April 13, 2017
  - B. Summary of Bills, April 13, 2017
  - C. Financial Report, April 13, 2017

\* Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

9. BUSINESS
  - A. Approval of 2017-2018 Practical Nursing Budget
  - B. Approval of 2017-2018 Practical Nursing Course Tuition and Fees
  - C. Approval of 2017-2018 Practical Nursing Calendar
  - D. Approval of Temporary Leave of Absence for Instructional Aide
  - E. Approval of Professional Staff Member to Take Three Days Without Pay
  - F. Approval to Seek Architectural Drawings for Storage Shed

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

10. PERSONNEL

Name	Position/Action	Salary/Benefits	Effective Date
	Summer Cosmetology Instructor		
Charles Young	Superintendent of Record	\$6000	January 1, 2018- December 31, 2018

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

11. TRAVEL

Name	Purpose/Destination	Costs	Date
Dion Sullivan	OTC Instructor Seminar	\$600	June 26-29, 2017
Health Assistants	Simulation Training	No Cost	April 26, 2017
Welding PC Now Field Trip	Pennsylvania College of Technology	Perkins Funded	May 8, 2017

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

12. EXECUTIVE SESSION FOR PERSONNEL

13. ANNOUNCEMENTS: Next Meeting, 6:30 PM, May 18, 2017

14. ADJOURNMENT:

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

Respectfully Submitted,



Gary L. Martell, Director