

Northern Tier Career Center
REGULAR MEETING of the JOINT OPERATING COMMITTEE
Tuesday, December 1, 2016, at 6:30 p.m.
NTCC Conference Room

The Northern Tier Career Center's Joint Operating Committee held a meeting, for general purposes, on December 1, 2016 at 6:30 p.m., in the Conference Room, at the Northern Tier Career Center, Towanda, Pennsylvania.

Vice-President Gayle Burkett (Athens) called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance. The following board members responded to roll call: Howard Rought, Jr. (NEB), Gayle Burkett (Athens), Rebecca Ferguson (Sullivan), John Morgan (Troy), Evelyn Sherburne (Towanda), and Andrew Hickey (Sayre). Also present were Charles Young, Superintendent of Record; Gary Martell, Director; Michele Welles, Business Manager; Margaret Johnson, PN Coordinator; Jennifer Farley, Administrator of Education Services and Colleen Edsell, Board Secretary. Gene Ann Woodruff (Wyalusing), and Krista Jennings (Canton) did notify that they would not be in attendance.

A motion was made by Rebecca Ferguson (Sullivan) and seconded by Howard Rought, Jr. (NEB) to appoint Gayle Burkett (Athens) temporary President to conduct the organizational meeting. Rebecca Ferguson (Sullivan) asked for nominations for President. John Morgan (Troy) nominated Gene Ann Woodruff (Wyalusing). Rebecca Ferguson (Sullivan) moved to close nominations and John Morgan (Troy) seconded. The motion to elect Gene Ann Woodruff (Wyalusing) President carried by unanimous approval. Gayle Burkett (Athens) continued with the organizational meeting for Gene Ann Woodruff (Wyalusing). Rebecca Ferguson (Sullivan) opened nominations for Vice-President. Rebecca Ferguson (Sullivan) nominated Gayle Burkett (Athens) as Vice-President. Rebecca Ferguson (Sullivan) moved to close nominations and John Morgan (Troy) seconded the motion. The motion to elect Gayle Burkett (Athens) Vice-President carried by unanimous approval. Howard Rought, Jr. (NEB) moved to adjourn the organizational meeting and reconvene the regular meeting at 6:36 PM. Andrew Hickey (Sayre) seconded the motion. The motion carried on unanimous approval.

There were no presentations or visitors.

A motion was made by Rebecca Ferguson (Sullivan) and seconded by John Morgan (Troy) to approve the minutes of October 26, 2016. The motion carried.

REPORTS:

The Practical Nursing Activity Report was provided by Mrs. Margaret Johnson, PN Coordinator. Current enrollment is at 25 and the next Pre-Entrance Exam is scheduled for December 7, 2016. She updated on the Healthcare Industry Partnership Meeting on November 30, 2016. The report is attached to the minutes.

Jennifer Farley, Administrator of Educational Services, reported on the Student Recognition Program at NTCC. Her report is attached.

Director, Gary Martell's report consisted of an update on the Luzerne/Schuylkill Workforce Investment Board, Inc. Pre-Apprenticeship Initiative. Mr. Martell also informed members of the school calendars that are currently being prepared as well as the Bradford County Emergency Management's work to streamline the Emergency Plan for all districts as well as have them available electronically and virtually. The administration is researching a new student information system program as well as working to meet the Chapter 339 requirements. The report on career and technical education from the House Select Subcommittee on Technical Education and Career Readiness was released and sent

electronically to all members. Upcoming events were presented as well as curriculum considerations for next school year. The report is attached.

Superintendent of Record, Charles Young, discussed the need the home schools as well as NTCC to be cognizant of the changes around us. He expressed the need for everyone to be sure the needs of today's learners are met.

FINANCIAL REPORTS:

Rebecca Ferguson (Sullivan) moved to approve the Ratification of Bills, October 22, 2016 to November 23, 2016, Summary of Bills, November 23, 2016 and Financial Report as of November 23, 2016 which was seconded by Howard Rought, Jr. (NEB). Roll call vote indicated unanimous approval. Michele Welles gave an update on the Bond refinancing. We have not yet locked in a rate, we are still in a waiting game.

BUSINESS:

The JOC meeting schedule for 2017 calendar year was approved with August 16 being the corrected date for the August meeting. Rebecca Ferguson (Sullivan) made the motion and John Morgan (Troy) seconded it. The motion passed.

Rebecca Ferguson (Sullivan) and Howard Rought, Jr. (NEB) made the motion to approve the Direct Energy Contract for three years. The motion passed.

PERSONNEL EMPLOYMENTS:

Ben Pepper and Laura Hewitt were approved as substitute teachers/aides. The rate for a teacher is \$90 a day and aides are compensated at \$11.41 an hour. The motion to approve was made by Rebecca Ferguson (Sullivan) and seconded by Howard Rought, Jr. (NEB). All members voted in favor on roll call vote.

EXECUTIVE SESSION:

Vice-President Burkett moved to an executive session at 8:10 PM. The meeting reconvened at 8:30 PM.

ANNOUNCEMENTS:

The next meeting is scheduled for 6:30 PM on January 19, 2017.

Rebecca Ferguson (Sullivan) made a motion seconded by Howard Rought, Jr. (NEB) to adjourn the meeting at 8:32 PM. All members voted in favor.

Respectfully submitted,



Colleen Edsell
Board Secretary