

Northern Tier Career Center
REGULAR MEETING of the JOINT OPERATING COMMITTEE
Thursday, October 19, 2017 at 6:30 PM
NTCC Conference Room

The Northern Tier Career Center's Joint Operating Committee held a meeting, for general purposes, on October 19, 2017 at 6:30 PM, in the Conference Room, at the Northern Tier Career Center, Towanda, Pennsylvania.

President, Gene Anne Woodruff (Wyalusing) called the meeting to order at 6:30 PM followed by the Pledge of Allegiance. The following board members responded to roll call: Jake Rought, Jr. (NEB), Rebecca Ferguson (Sullivan), John Morgan (Troy), Evelyn Sherburne (Towanda), Ron Cole (Sayre) and Gayle Burkett (Athens). Also present were Gary Martell, Director; Michele Welles, Business Manager; Jennifer Farley, Administrator of Educational Services, Charles Young, Superintendent of Record, Colleen Edsell, Board Secretary, Darren Howell, Instructor, and Bette Howell. J. Scott May (Canton) did notify that he would not be in attendance.

PRESENTATION: Mr. Darren Howell, Building Construction Instructor presented information on the National Association of Home Builders High School Student Chapters program.

MINUTES:

A motion was made by Rebecca Ferguson (Sullivan) and seconded by John Morgan (Troy) to approve the minutes of the August 16, 2017 meeting. All members voted in favor

REPORTS:

Mrs. Johnson was absent. Mr. Martell reported on the adult LPN program. Her report is attached.

Director, Gary Martell gave his report which is attached. The decision was made to change the date of the December meeting to December 14, 2017.

FINANCIAL REPORTS:

Rebecca Ferguson (Sullivan) moved and John Morgan (Troy) seconded the motion to approve the Summary of Bills, September 16, 2017 to October 13, 2017, Financial Report of October 13, 2017, and the Student Center Financial Report of \$367. All members voted in favor on roll call vote.

BUSINESS:

Rebecca Ferguson (Sullivan) moved and Howard Rought (NEB) seconded a motion to approve the Request of a Tenured Support Staff (15.3) for Two Unpaid Leave Days. All members voted in favor on roll call vote.

A motion was made by Rebecca Ferguson (Sullivan) and seconded by Ron Cole (Sayre) to approve the National Association of Home Builders Approval of Student Chapter. Roll call vote showed all members voting in favor.

Rebecca Ferguson (Sullivan) moved and Howard Rought, Jr. (Northeast) seconded to add an item to the agenda. All members voted in favor.

Rebecca Ferguson (Sullivan) moved that NTCC Pay All Student Fees for NHBA for the First Year. John Morgan (Troy) seconded the motion. All members voted in favor on roll call vote.

Rebecca Ferguson (Sullivan) moved and John Morgan (Troy) seconded a motion for Howard Rought, Jr. (Northeast) be Elected Treasurer for 2018. Roll call vote was unanimous.

A motion to approve the Bond for JOC Treasurer, JOC Secretary and Director for \$50,000 from November 1, 2017 to October 31, 2018, was made by Rebecca Ferguson (Sullivan) and seconded by John Morgan (Troy). All members voted in favor on roll call vote.

PERSONNEL

Rebecca Ferguson (Sullivan) and Gayle Burkett (Athens) made and seconded a motion to Employ Michelle Holton as Part-time Paraprofessional at \$15/hour Beginning October 2, 2017, and Tammy Donovan as Supplemental CNA RN Instructor at \$29/hour beginning October 20, 2017. All members voted in favor on roll call vote.

TRAVEL

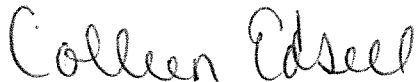
Rebecca Ferguson (Sullivan) made and Ron Cole (Sayre) seconded a motion for Jen Farley to Attend the Penn College Building Construction and HVAC Field Trip on October 20, 2017 and Michele Welles to Attend the PASBO Business Manager Conference in State College on November 7-November 9, 2017. All members voted in favor on roll call vote.

ANNOUNCEMENTS:

The next meeting is scheduled for 6:30 PM on November 16, 2017.

Rebecca Ferguson (Sullivan) and John Morgan (Troy) made and seconded a motion to Adjourn the Meeting at 8:00 PM. All members voted in favor.

Respectfully submitted,



Colleen Edsell
JOC Secretary