

Northern Tier Career Center
REGULAR MEETING of the JOINT OPERATING COMMITTEE
Tuesday, January 18, 2018, at 6:30 p.m.
NTCC Conference Room

The Northern Tier Career Center's Joint Operating Committee held a meeting, for general purposes, on January 18, 2018 at 6:30 p.m., in the Conference Room, at the Northern Tier Career Center, Towanda, Pennsylvania.

President Gene Anne Woodruff called the meeting to order at 6:35 p.m. followed by the Pledge of Allegiance. The following board members responded to roll call: Gene Anne Woodruff (Wyalusing), Howard Rought, Jr. (NEB), Gayle Burkett (Athens), Hal Stockdill (Sullivan), John Morgan (Troy), and Ron Cole (Sayre), and Evelyn Sherburne (Towanda). Also present were Jason Bottiglieri, 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. J. Scott May (Canton) notified that he would not be in attendance.

There was no Executive Session.

PRESENTATION: Mr. Davidson did a presentation in his room on the new Heating, Ventilation, and Air Conditioning program.

MINUTES: John Morgan (Troy) made and Gayle Burkett (Athens) seconded the Approval of the December 14, 2017 minutes. All members voted in favor on roll call vote.

REPORTS:

The Practical Nursing Activity Report was provided by Mrs. Margaret Johnson, PN Coordinator. The report is attached.

Director, Gary Martell's report is attached.

Superintendent of Record, Jason Bottiglieri, complimented Mr. Martell on the work he has done with the Progress Authority. He reported on the problem of careers and no people and the career and technical centers preparing students for careers. Dr. Bottiglieri stated that there is the hope of more funding for the career and technical centers in Pennsylvania.

FINANCIAL REPORTS:

John Morgan (Troy) moved to approve the Summary of Bills, December 10, 2017 to January 12, 2018, Financial Report as of January 12, 2018, and the Student Activity Financial Report as of January 12, 2018. Howard Rought, Jr. (NEB) seconded the motion. Roll call vote indicated unanimous approval.

BUSINESS:

Ron Cole (Sayre) moved and Hal Stockdill (Sullivan) seconded the 2018-2019 Final Budget Approval. Roll call voted showed all members voting in favor. John Morgan (Troy) made and Hal Stockdill (Sullivan) seconded the approval of the 2018-2019 Course Catalog. All members voted in favor on roll call.

RESIGNATIONS:

John Morgan (Troy) and Hal Stockdill (Sullivan) made and seconded respectively the motion to accept Angela Koss' resignation as National Technical Honor Society advisor effective immediately.

PERSONNEL EMPLOYMENTS:

Justin Dionne was approved as Maintenance/Lead Custodian at \$15.25 and hour effective January 17, 2018, and Rebecca Bellows was approved as National Technical Honor Society Advisor for \$600 this year. The motion made by John Morgan (Troy) and seconded by Gayle Burkett (Athens) was unanimous on roll call vote.

TRAVEL:

Howard Rought, Jr. (NEB) made and Hal Stockdill (Sullivan) seconded a motion to approve travel for Gary Martell to attend the PACTA Winter Symposium in Hershey on February 15 and February 16 for \$500 and mileage, Gary Martell to attend the Director's Academy at Penn State for \$105 and mileage on March 1 and March 2, SkillsUSA students to attend the student competition at Penn College in Williamsport on January 25 and January 26, and for Michelle Thibodeault and Patrick Davidson to travel to Central Pennsylvania Institute of Science and Technology at a date to be determined.

ANNOUNCEMENTS:

The next meeting is scheduled for 6:30 PM on February 15, 2018.

Howard Rought, Jr. (NEB) made a motion to Adjourn the Meeting and Ron Cole (Sayre) seconded. All members voted in favor at 8:26 PM.

Respectfully submitted,



Colleen Edsell
Board Secretary

**PRACTICAL NURSING PROGRAM
NORTHERN TIER CAREER CENTER**

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ACTIVITIES OF THE PRACTICAL NURSING PROGRAM
PRESENTED TO: NORTHERN TIER CAREER CENTER
JOINT OPERATING COMMITTEE

January 18, 2018

I. PROGRAM ACTIVITIES

A. Semester II began January 2, 2018

- i. Students completed two weeks of classroom learning of Medical-Surgical Nursing and Medication Administration
- ii. Clinical sites: Robert Packer Hospital (2 groups)
Guthrie Towanda Memorial Hospital (1 group)

Clinical starts at 6:30 AM. Students look up information about their client and obtain report from nursing staff. They complete total care of the client: nursing care, assessments, vital signs, and some medication administration. On alternate days, students go to other areas to observe and learn such as dialysis, gastrointestinal procedures, respiratory therapy, operating room, Intensive care unit, and different areas of the clinic.

B. Current enrollment 31

C. NCLEX pass rate: 88.9% (90.5% for Class 2016)

D. The Prep Course starts February 8, 2018

- i. Offered to any NTCC senior student interested in attending our Practical Nursing Program after graduation. The Prep Course prepares the senior students for the ATI TEAS test which is the pre-entrance exam for the Practical Nursing Program. The prep course is every Thursday (February 8th to March 15th) including the test date.

E. The next Pre-Entrance Exam is scheduled for February 14, 2018

Director's Report

NTCC Joint Operating Committee

1-18-18

Program Presentation-HVAC- Mr. Davidson

Classroom Spotlight-Culinary Food Production

- Tonight's "Food Truck Wars" project based mid-term exam.
- Christmas Cookies for the Children's House
- Hosted NEB Night
- Catered a "local food" meal at the Troy Sale Barn
- January 31st hosting the Wyalusing Life skills for a Work with Me Day!
- February 9th and 10th "Troy Dinner Theater"
- March 17th Towanda's Knights of Columbus St. Patrick's Day Celebration catering.
- Bradford Co. Action Career Fair @ Towanda Airport catering event.

Pre-Nursing Program is in the process of their state Certified Nursing Assistant testing. Currently 27/27 have passed the written and 25/27 have been successful on the performance based assessment. Four Co-op placements this week for our students!

10th Grade Tours will conclude January 23rd with Wyalusing Area. Interest level in NTCC programming is high.

Industry Connection

- Lindsey Equipment- John Deere Dealership was on site to discuss student placement and gauge interest in the diesel agriculture field. Offered to provide shadowing opportunities at their Mansfield and Nichols locations.
- PAC met with the Progress Authority and discussed possible avenues to connect our secondary school with industry seeking employees. Currently in the process of assessing other business/school coalitions and their effectiveness.
- Computer Technology Occupational Advisory Committee meet today to review the course curriculum, discuss the needs of the industry, and provided insight into future equipment needs.

Upcoming Events

- PSU/NTCC Chancellor Meeting January 26th
- SKILLS USA Competition @ PCT on January 26th
- Demonstration Night – March 15th
- NOCTI Assessments/Spring OAC Meetings – March 20-March 27
- Awards – May 24th