

Northern Tier Career Center
REGULAR MEETING of the JOINT OPERATING COMMITTEE
Tuesday, December 14, 2017, 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 14, 2017 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 6:50 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). 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, Colleen Edsell, Board Secretary and Dr. Jason Bottiglieri. J. Scott May (Canton) and Evelyn Sherburne (Towanda) both notified that they would not be in attendance.

President Woodruff announced that there had been an Executive Session to discuss personnel prior to the meeting and there would be no Executive Session during this time.

A motion was made by Jake Rought (NEB) and seconded by Ron Cole (Sayre) to appoint John Morgan (Troy) temporary President to conduct the organizational meeting. John asked for nominations for President. Gayle Burkett (Athens) made and John Morgan (Troy) seconded Gene Anne Woodruff (Wyalusing) as President. Gayle Burkett (Athens) and John Morgan (Troy) moved to close nominations. The motion to elect Gene Anne Woodruff (Wyalusing), President carried by unanimous approval. Jake Rought (NEB) and John Morgan (Troy) moved and seconded the nominations for Vice-President. Jake Rought (NEB), and John Morgan (Troy) moved and seconded Gayle Burkett (Athens) be nominated as Vice-President. 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 6:53 PM. John Morgan (Troy) seconded the motion. The motion carried on unanimous approval.

PRESENTATION: Mr. Martell gave the Preliminary Budget presentation.

MINUTES: John Morgan (Troy) made and Gayle Burkett (Athens) seconded the Approval of the November 16, 2017 Minutes. The motion carried.

REPORTS:

The Practical Nursing Activity Report was provided by Mrs. Margaret Johnson, PN Coordinator. There are currently 33 students. The report is attached to the minutes.

Director, Gary Martell's report is attached.

Superintendent of Record, Charles Young, had no report.

FINANCIAL REPORTS:

John Morgan (Troy) moved to approve the Summary of Bills, November 11, 2017 to December 9, 2017, Financial Report as of December 9, 2017, and the Student Activity Financial Report as of December 4, 2017. Gayle Burkett (Athens) seconded the motion. Roll call vote indicated unanimous approval.

BUSINESS:

The JOC meeting schedule for 2018 calendar year was approved. Ron Cole (Sayre) made the motion and John Morgan (Troy) seconded it. The motion passed unanimously on roll call vote.

John Morgan (Troy) moved and Gayle Burkett (Athens) seconded the 2018-2019 Preliminary Budget. On roll call vote, all members voted in favor.

The Fall OAC Meeting Minutes and the 2018-2019 NTCC School Calendar were approved on a motion by John Morgan (Troy) and seconded by Gayle Burkett (Athens). The motion passed.

PERSONNEL EMPLOYMENTS:

Jim Calhoun was approved as a Substitute Paraprofessional and Instructor at \$12/hour as Paraprofessional and \$90/day as Instructor Pending Clearances, and the Renewal of Gary Martell's Director Contract at 3% Per Year for 3 Years with Effective Dates of July 1, 2018 to June 30, 2021. John Morgan (Troy) made and Gayle Burkett (Athens) seconded the motion. All members voted in favor on roll call vote.

PERSONNEL RESIGNATIONS:

Gayle Burkett (Athens) made and John Morgan (Troy) seconded the motion to accept Kraig Benjamin's Resignation as Full-time Lead Custodian to Remain on the Substitute List with an Effective Date of January 20, 2018.

ANNOUNCEMENTS:

The next meeting is scheduled for 6:30 PM on January 18, 2018.

Ron Cole (Sayre) made a motion to Adjourn the Meeting and Jake Rought (NEB) seconded. All members voted in favor.

Respectfully submitted,



Colleen Edsell
Board Secretary