Northern Tier Career Center

REGULAR MEETING of the JOINT OPERATING COMMITTEE

Thursday, September 21, 2017 at 6:30 PM

NTCC Conference Room

The Northern Tier Career Center’s Joint Operating Committee held a meeting, for general purposes, on September 21, 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), J. Scott May (Canton), John Hennessy (Towanda substitute), and Gayle Burkett (Athens). Also present Gary Martell, Director; Michele Welles, Business Manager; Margaret Johnson, PN Coordinator and Colleen Edsell, Board Secretary. Andrew Hickey (Sayre), Jennifer Farley, Administrator of Educational Services and Charles Young, Superintendent of Record; were all away.

The Board adjourned to an Executive Session to discuss personnel and reconvened at 6:50 PM.

**PRESENTATION:** There was no presentation

**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**:

The Practical Nursing Activity Report was provided by Mrs. Margaret Johnson, PN Coordinator, and is attached. The Bayada dedication in honor of Mr. Bayada will be on September 28 at 10:30 AM.

Director, Gary Martell reported on the start of the school year as well as the new program. Everything is going smoothly, shop numbers are high, and students are engaged in projects. The presentation ceremony for the greenhouse will be on October 13 at 1:00 PM. Mr. Martell gave an overview of the Information Science and Technology/Cyber Program that is being considered with Penn State Wilkes-Barre for next year.

**FINANCIAL REPORTS:**

Rebecca Ferguson (Sullivan) moved and Howard Rought (NEB) seconded the motion to approve the Ratification of Bills, August 12, 2017 to September 15, 2017, Summary of Bills, September 15, 2017, Financial Report for September 15, 2017, and the Student Center Financial Report of $3786.86. All members voted in favor on roll call vote.

**BUSINESS:**

Rebecca Ferguson (Sullivan) moved and John Morgan (Troy) seconded a motion to approve the New Teacher Induction Plan. All members voted in favor.

Mr. Martell will talk with the superintendents on how and when appraisals are done at the home schools.

Rebecca Ferguson (Sullivan) moved and Gayle Burkett (Athens) seconded a motion to Rescind the Dismissal of Melissa Bruce, and Simultaneously Furlough Melissa Bruce Without a Right to Recall, Retroactive to June 15, 2017 Pending Agreement By All Parties. On roll call vote, all members voted in favor.

**PERSONNEL and TRAVEL**

Rebecca Ferguson (Sullivan) and Gayle Burkett (Athens) made and seconded a motion to Employ Justin Dionne as Paraprofessional at $12/hr, Marcel Higgins and Susan Milks as Substitutes at $12/hr for paraprofessional and $90/day as instructors, Tammy Smith and Angela Koss as Supplemental RN Instructors for CNA at $29/hour and Gyla Sites and Keri Sullivan as Supplemental LPN Instructors for CNA at $20/hour. Also Amanda Connell and Darren Howell - PCNow Conference on 9/11 and 9/12, Dion Sullivan for POS Task Revision on 10/17, Darren Howell, Tom Milks, Rebecca Bellows, Gary Martell and Jennifer Farley - Integrated Learning Conference at Penn State for 11/8-11/10, Jennifer Farley for NOCTI Test Administrator Conference at Penn State on 11/1/2017. All members voted in favor on roll call vote.

**ANNOUNCEMENTS:**

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

John Morgan (Troy) made a motion seconded by Howard Rought (NEB) to adjourn the meeting at 7:42 PM. All members voted in favor.

Respectfully submitted,

Colleen Edsell

JOC Secretary