

Northern Tier Career Center
REGULAR MEETING of the JOINT OPERATING COMMITTEE
Thursday, March 23, 2017 at 6:30 PM
NTCC Conference Room

The Northern Tier Career Center's Joint Operating Committee held a meeting, for general purposes, on March 23, 2017 at 6:30 PM, in the Conference Room, at the Northern Tier Career Center, Towanda, Pennsylvania.

President, Gene Ann 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: Gayle Burkett (Athens), Howard Rought, Jr. (NEB), Rebecca Ferguson (Sullivan), John Morgan (Troy), Evelyn Sherburne (Towanda), Gene Ann Woodruff (Wyalusing), J. Scott May (Canton) and Ken Bentley (Sayre alternate). 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.

Michele Welles gave the 2017-18 Final Budget Presentation.

A motion was made by Rebecca Ferguson (Sullivan) and seconded by Gayle Burkett (Athens) to approve the minutes of the January 19, 2017 meeting. The motion carried.

REPORTS:

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

Mr. Martell and Mrs. Farley gave an update on the NOCTI testing that is in process. Testing should be completed within the next two weeks.

Superintendent of Record, Charles Young, had no report.

FINANCIAL REPORTS:

Rebecca Ferguson (Sullivan) moved to approve the Ratification of Bills, January 14, 2017 to February 10, 2017, Summary of Bills, February 10, 2017, Financial Report, February 10, 2017, Ratification of Bills February 11, 2017 to March 10, 2017, Summary of Bills, March 10, 2017, and Financial Report, March 10, 2017. John Morgan (Troy) seconded the motion. All members voted in favor on roll call vote.

BUSINESS:

Rebecca Ferguson (Sullivan) made and Gayle Burkett (Athens) seconded the motion to approve the calendar revision to include April 13, 2017 as a snow make-up day and add the dates June 6, 7, 8, and 9, 2017 as make-up days. All members voted in favor.

The 2017-2018 General Operating Budget was approved on a motion made by Rebecca Ferguson (Sullivan) and seconded by Gayle Burkett (Athens). On roll call vote, all members voted in favor.

The Cleveland Brothers Equipment Co., Inc. Engine Monitor Service Agreement from April 1, 2017 until March 31, 2018 was approved on a motion made by Rebecca Ferguson (Sullivan) and seconded by Gayle Burkett (Athens).

An addition to the Crisis Management Plan – “Armed Intruder Response” and the Student Admission Procedures were approved on a motion made by Rebecca Ferguson (Sullivan) and seconded by John Morgan – (Troy).

Rebecca Ferguson (Sullivan) made and John Morgan (Troy) seconded a motion to Award the 2017 Ford Transit Van Costar Quote to Hoffman Ford in Harrisburg, PA. All members voted in favor.

Rebecca Ferguson (Sullivan) made and Gayle Burkett (Athens) seconded a motion to approve Policy 103 – Nondiscrimination in School (Center) and Classroom Practices, Policy 104 – Nondiscrimination in Employment/Contract Practices, Policy 219 – Student Complaint Process, and Policy 248 – Unlawful Harassment. All members voted in favor.

Rebecca Ferguson (Sullivan) made and Jake Rought (NEB) seconded a motion to approve the Support Staff Job Descriptions. All members voted in favor on roll call vote.

PERSONNEL

Rebecca Ferguson (Sullivan) made and Gayle Burkett (Athens) seconded a motion to approve Patrick Chapman as a Daily Substitute for Support Staff at \$11.41 per hour. All members voted in favor on roll call vote.

TRAVEL

Rebecca Ferguson (Sullivan) made and Gayle Burkett (Athens) seconded a motion to approve travel to the PA Career and Technical Education Special Populations Conference, SkillsUSA State Competition, Harrisburg Hair Show, SkillsUSA Leadership Seminar, PC Now Professional Development, PC Now Course Inservice and Corning Community College field trip. All members voted in favor.

EXECUTIVE SESSION:

President Woodruff announced there would be an executive session with no business to follow.

ANNOUNCEMENTS:

The next meeting is scheduled for 6:30 PM on April 20, 2017.

Rebecca Ferguson (Sullivan) made a motion seconded by Jake Rought (NEB) to adjourn the meeting at 7:52 PM. All members voted in favor.

Respectfully submitted,



Colleen Edsell
Board Secretary