

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

**AGENDA**

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER: President, Gene Anne Woodruff
3. ROLL CALL ATTENDANCE
4. EXECUTIVE SESSION
5. PRESENTATION - Mr. Howell, Instructor (National Association of Home Builders)
6. VISITORS' COMMENTS ON AGENDA ITEMS:

Please give name, address, organization which you represent, and subject. It is requested that comments be kept to three (3) minutes and comments relative to private student or employee matters should be directed to the Director outside of the meeting.

7. APPROVAL OF MINUTES:

- A. Regular Meeting - September 21, 2017

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

8. REPORTS:

- A. Practical Nursing, Mrs. Margaret Johnson  
 B. Administrative Director, Gary Martell  
 C. Superintendent of Record, Charles Young

9. FINANCIAL REPORTS:

- A. Summary of Bills, September 16, 2017 to October 13, 2017  
 B. Financial Report, October 13, 2017  
 C. Student Center Financial Report

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

10. BUSINESS

- A. Request of Tenured Support Staff (14.3) For Two Unpaid Leave Days

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

- B. National Association of Home Builders Approval of Student Chapter

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

- C. Election of Treasurer for 2018

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

- D. Bond for Elected/Appointed Officers:

PA School Code for Individuals	Bond/Stipend Amount	Effective Date
JOC Treasurer, JOC Secretary, Director	\$50,000	November 1, 2017-October 31, 2018

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

## 11. PERSONNEL

Name	Supplemental Positions	Salary/Benefits	Effective Date
Michelle Holton	Part-time Paraprofessional	\$15/Hour	10/2/2017
Tammy Donovan	Supplemental CNA RN Instructor	\$29/Hour	10/20/2017

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

## 12. TRAVEL

Name	Purpose/Destination	Costs	Date
Jen Farley	Penn College Build. Con./HVAC Field Trip	Perkins	10/20/2017
Michele Welles	PASBO Bus. Mgr. Conference-State College	Rooming	11/7-11/9/2017

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

13. ANNOUNCEMENTS: Next Meeting, 6:30 PM, November 16, 2017

14. ADJOURNMENT:

Action: Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

Respectfully Submitted,

Gary L. Martell, Director