

NORTHUMBERLAND COUNTY CAREER AND TECHNOLOGY CENTER
OPERATING AGENCY
September 13, 2023

1. **PRELIMINARIES**

- A. Pledge of Allegiance.
- B. Roll Call.
- C. Recognition of Public.

Presentation by Edward Manning for utility savings.

2. **OLD BUSINESS**

2.01 Approve Board Meeting Minutes.

Motion to approve the Board Meeting Minutes of the Monthly Meeting:
August 9, 2023

Motion to approve _____ Second _____ Action _____

(VOICE VOTE: IN FAVOR _____ OPPOSED _____)

ACTION ITEMS

3. Fiscal

- 3.01 Approve the Treasurer's Report for the month of August, 2023.
- 3.02 Approve payment of bills for the month of September, 2023.
- 3.03 Approve to purchase 2 tee shirts (and smocks for Cosmetology and Chef Coats for Culinary), for each new students and 1 for the returning students for the 23-24 school year.

3. Fiscal Motion to approve _____ Second _____ Action _____

(ROLL CALL)

4. Policy & Program

4.01 Approve the first reading of Section 200, Policy 216.1 of the Northumberland County Career & Technology Center. Copy in board packet.

4.02 Approve to recommend permission for the Career and Technical Student Organizations to conduct various fundraisers for the 2023-2024 school year. All fundraising activities must have administrative approval. Fundraisers offset the cost of membership dues, fees, community service projects and other costs.

4. Policy & Programs Motion to approve _____ Second _____ Action _____

(ROLL CALL)

5. Personnel

5.01 Approve to recommend the following instructors as coordinators/class advisors for the 2023-2024 school year.

Position

Name

HOSA Advisor

Jaime Stelma

Skills USA Co-Advisor

Daniel Rummel

Yearbook Co-Advisor

Sharon Graboski

Yearbook Co-Advisor

Lori Kehler

5.02 Approve to recommend the ratification of Tanna Robinette, and Michael Sabo, substitute teacher, pending submission of the required employment clearance documentations.

5. Personnel Motion to approve _____ Second _____ Action _____

(ROLL CALL)

6. NEW BUSINESS

6. New Business Motion to approve _____ Second _____ Action _____

(ROLL CALL)

7. ADJOURNMENT

I move that this meeting be adjourned.

Motion to approve _____ Second _____ Action _____

TIME: _____