

**VENANGO TECHNOLOGY CENTER
JOINT COMMITTEE
1 Vo-Tech Drive
Oil City, Pennsylvania 16301**

MINUTES

April 6, 2015

The regular meeting of the Venango Technology Center Joint Committee was held this evening in the Conference Room of the Venango Technology Center, 1 Vo-Tech Drive, Oil City, PA 16301. Mr. Proper called the meeting to order at seven o'clock (7:00) p.m.

Mr. Proper asked the members to pause for a moment of silence.

Mr. Proper asked the members to stand for the pledge of allegiance.

Roll Call: Present: Ron Lytle, Karen Woods, David Graham, Randy Seitz, Sue Clarke, Dwight Proper

Absent: Todd Carson, Hal Carbaugh, Joe Womer, Susan Motzer

Also Present: Mr. Mario Fontanazza, Ms. Karen Jez

Chairman Proper stated the Joint Committee members had received copies of the Minutes of the March 2, 2015 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mr. Lytle, moved to approve the Minutes of the March 2, 2015 meeting as submitted.

Roll Call: Ayes: Ron Lytle, Karen Woods, David Graham, Randy Seitz, Sue Clarke, Dwight Proper

Nayes: None, motion carried.

Mrs. Motzer arrived at 7:02 p.m.

The Treasurer's and Secretary's Report as of April 6, 2015 were submitted for information.

Mrs. Woods, seconded by Mr. Lytle, moved to approve the Treasurer's and Secretary's Report as of April 6, 2015 and the Special Account Report as of April 6, 2015.

The motion was unanimously approved.

Mr. Proper requested approval of the list of bills as submitted.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the list of bills totaling \$601,987.85 as submitted.

Roll Call: Ayes: Ron Lytle, Susan Motzer, Karen Woods, David Graham, Randy Seitz, Sue Clarke, Dwight Proper

Nayes: None, motion carried.

Under Communications, the Professional Advisory Committee minutes were discussed, Calendar of Events for the month of February and the Monthly Enrollment Report as of 3/27/15 were submitted.

At 7:19 p.m. an executive session for personnel matters was called.

The meeting resumed at 7:26 p.m.

Mr. Proper requested approval of action items a) i. - vii. as one motion.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the actions items a) i. - vii. as follows:

- i. Approve four day summer work week schedule for all 12-month staff.
- ii. Approve Travis Crate & 3 students to attend the National Robotic competition in Cleveland, OH on May 15 & 16th, 2015 at a cost not to exceed \$900.00 – Funding, fundraiser monies
- iii. Approve Robert Moore, April O'Neil & 2 students to attend the Skills USA state competition in Hershey on April 7 – 10, 2015 at a cost not to exceed \$3,500.00 – Funding, 2,500.00 fundraising and \$1,000.00 Local
- iv. Approve textbook and workbook for Cosmetology; Milady Standard Cosmetology, Author Ted Gibson ISBN-978-1-2857-6941-7, Cengage Learning
- v. Approve textbooks for Building Construction Technology; Black & Decker – Codes for Homeowners, 3rd edition; Advanced Home Wiring, 4th edition; The Complete Guide to Wiring, 6th edition all books printed by Cool Springs Press
Leonard Koel ISBN-978-0-8269-0809-4, American Technical Publishers
- vi. Approve textbooks for Protective Services; ICS – 100 Introduction to the Incident Command System and IS – 700.a National Incident Management System (NIMS) an Introduction – By the Department of Homeland Security; Author Timothy Dunkle
- vii. Approve per diem requests

Roll Call: Ayes: Ron Lytle, Susan Motzer, Karen Woods, David Graham, Randy Seitz, Sue Clarke, Dwight Proper

Nayes: None, motion carried.

Mr. Lytle moved to table item viii. – Approval of Non-bargaining Salary Schedule for 2015-2016, Mr. Seitz seconded the motion.

Roll Call: Ayes: Ron Lytle, Susan Motzer, Karen Woods, David Graham, Randy Seitz, Sue Clarke, Dwight Proper

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the period 3/2/15 through 4/6/15.

Mr. Proper asked if there was any old business.

None was noted.

Under new business, Mr. Proper requested approval for Rosemary Conti, Martin Conti and Spencer Williams to attend the DECA National competition in Orlando Florida on April 25 – 29, 2015 at a cost not to exceed \$5,000.00 – Funding Fundraising and Local; and approval of the job description for the Child Accounting Clerk.

Mrs. Woods, seconded by Ms. Motzer, moved to approve Rosemary Conti, Martin Conti and Spencer Williams to attend the DECA National competition in Orlando Florida on April 25 – 29, 2015 at a cost not to exceed \$5,000.00; and approve the job description for the Child Accounting Clerk.

Roll Call: Ayes: Ron Lytle, Susan Motzer, Karen Woods, David Graham, Randy Seitz, Sue Clarke, Dwight Proper

Nayes: None, motion carried.

Upon motion by Mrs. Woods, seconded by Mr. Seitz, the meeting adjourned at seven thirty-four (7:34) p.m.

Recorded by

A handwritten signature in blue ink, appearing to read "Patrick M. Adams", is written on a light blue background.

Patrick M. Adams
Secretary, Joint Committee