

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

**MINUTES**

**April 3, 2017**

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. Carbaugh called the meeting to order at seven o'clock (7:00) p.m.

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

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

**Roll Call:** Present: Todd Carson, Ronald Lytle, David Graham, Karen Woods, Randy Seitz, Dwight Proper, Troy Johnston, Hal Carbaugh

Absent: Joe Womer, Mark Marterella

Also Present: Mr. Mario Fontanazza

Mr. Carbaugh stated the Joint Committee members had received copies of the Minutes of the March 6, 2017 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the Minutes of the March 6, 2017 meeting as submitted.

**Roll Call:** Ayes: Todd Carson, Ronald Lytle, David Graham, Karen Woods, Randy Seitz, Dwight Proper, Troy Johnston, Hal Carbaugh

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of April 3, 2017 were submitted for information.

Mrs. Woods, seconded by Mr. Proper moved to approve the Treasurer's and Secretary's Report as of April 3, 2017 and the Special Account Report as of April 3, 2017.

The motion was unanimously approved.

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

Mrs. Woods, seconded by Mr. Seitz, moved to approve the list of bills totaling \$493,591.62 as submitted.

**Roll Call:** Ayes: Todd Carson, Ronald Lytle, David Graham, Karen Woods, Randy Seitz, Dwight Proper, Troy Johnston, Hal Carbaugh

Nayes: None, motion carried.

Under Communications, the Professional Advisory Committee minutes were discussed, Calendar of Events for the month of March and the Monthly Enrollment Report as of 4/3/17 were submitted.

Mr. Carbaugh requested approval of the action items.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the actions items 8. a) i. - x. as follows:

- i. Accept the letter of intent to retire effective June 29, 2017 for Louis Strawbridge, Instructional Aide.
- ii. Approve advertising for a full-time Instructional Aide – Perkins funded.
- iii. Accept resignation letter of Julie Heasley Practical Nursing instructor effective March 31, 2017.
- iv. Approve four day summer work week schedule for all 12-month staff.
- v. Approve hiring Building Construction Instructor Chad Hoobler and Machine Trades Instructor Kelton Burkhardt on Step 1, column A of the collective bargaining schedule at \$46,339.00. These positions are full-time 184 day positions.
- vi. Approve Robert Moore as Cooperative Education Coordinator effective the 2017-2018 school year.
- vii. Approve Robert Moore, Jamie Dailey, Rosemary Conti & 13 students to attend the Skills USA state competition in Hershey on April 19 – 21, 2017 at a cost not to exceed \$8,000.00 – Funding, 4,000.00 fundraising and \$4,000.00 Local.
- viii. Approve summer in-service and per diem requests.
- ix. Approve additions to substitute instructor list.
- x. Approve list of equipment for disposal and authorize administration to sell to the highest bidder.

**Roll Call:** Ayes: Todd Carson, Ronald Lytle, David Graham, Karen Woods, Randy Seitz, Dwight Proper, Troy Johnston, Hal Carbaugh

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the period 3/7/17 through 4/3/17.

Mr. Carbaugh asked if there was any old business.

None was noted.

Mr. Carbaugh requested approval for Wendi Ziegler as full-time for the ½ time positions for Cosmetology and Marketing effective August 2017. This will follow the collective bargaining agreement at step 1, column A of the salary schedule of \$46,339.00.

Mrs. Woods, seconded by Mr. Proper, moved to approve Wendi Ziegler as full-time for the ½ time positions for Cosmetology and Marketing effective August 2017. This will follow the collective bargaining agreement at step 1, column A of the salary schedule of \$46,339.00 and the addition to the Occupational Advisory Committee.

**Roll Call:** Ayes: Todd Carson, Ronald Lytle, David Graham, Karen Woods, Randy Seitz, Dwight Proper, Troy Johnston, Hal Carbaugh

Nayes: None, motion carried.

Upon motion by Mrs. Woods, seconded by Mr. Proper, the meeting adjourned at seven twelve (7:12) p.m.

Recorded by

A handwritten signature in dark ink, appearing to read "Patrick M. Adams", written in a cursive style.

Patrick M. Adams  
Secretary, Joint Committee