

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

MINUTES

August 1, 2016

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

Chairman Graham asked the members to pause for a moment of silence.

Chairman Graham asked the members to stand for the pledge of allegiance.

Roll Call: Present: Todd Carson, Ron Lytle, Hal Carbaugh, Karen Woods, Randy Seitz, Mark Marterella, Dwight Proper, David Graham

Absent: Susan Motzer, Joe Womer

Also Present: Mario Fontanazza, Dr. Pamela Dye

Mrs. Woods, seconded by, Mr. Carson, moved to approve the Minutes of the June 6, 2016 meeting as submitted.

Motion unanimously carried.

The Treasurer and Secretary's Report as of 6/30/16 and 8/1/16 and the Special Account Report as of 6/30/16 were submitted for information.

Mrs. Woods, seconded by Mr. Carson, moved to accept the Treasurer and Secretary's Report as of 6/30/16 and 8/1/16 and the Special Account Report as of 6/30/16 as submitted. Motion unanimously carried.

A list of bills was presented for approval as follows:

6/7/16 – 6/30/16 \$660,333.98
7/1/16 – 8/1/16 \$610,451.54

Mrs. Woods, seconded by Mr. Seitz, moved to approve the list of bills as follows:

6/7/16 – 6/30/16 \$660,333.98
7/1/16 – 8/1/16 \$610,451.54

Roll Call: Ayes: Todd Carson, Ron Lytle, Hal Carbaugh, Karen Woods, Randy Seitz, Mark Marterella, Dwight Proper, David Graham

Nayes: None, motion carried.

Under Communications, Mr. Fontanazza highlighted some things discussed in the Professional Advisory Committee Meeting of 8/1/16. He also discussed the enrollment numbers for the 2016-2017 school year.

Mr. Graham requested approval of the action items in item 8. a. items i. – vii. as one motion.

Mrs. Woods, seconded by Mr. Carson, moved to approve agenda items 8. a. items i. – vii. as follows:

- i. Permission for Martin Conti and Robert Moore to attend the 2016 PCEA conference October 18 – 19, 2016, in State College at a cost not to exceed \$1,100.00 – Funding – local
- ii. Approve Budget Transfers for 2015-2016
- iii. Approve textbook for Computer Information Systems – New Perspectives Computer Concepts 2016 – Comprehensive, Author: June Jamrich Parsons, 2017 Copyright, Publisher: Cengage Learning
- iv. Approval of the 2016-2017 Bus Contracts and Bus Drivers
- v. Approve Student and Employee Handbooks for 2016-2017 with no changes.
- vi. Approve substitute instructor list for 2016-2017
- vii. Approve Practical Nursing substitute instructor list for 2016-2017

Roll Call: Ayes: Todd Carson, Ron Lytle, Hal Carbaugh, Karen Woods, Randy Seitz, Mark Marterella, Dwight Proper, David Graham

Nayes: None, motion carried.

Mr. Fontanazza reviewed his activities.

Mr. Adams mentioned that drafts of prospective board policies were on the website and would be approved next month in September. Dr. Dye asked if the Hazing policy was part of that and suggested that we have our solicitor check the language on that policy.

Chairman Graham asked if there was any old business. None was noted.

Chairman Graham asked if there was any new business.

Under new business, Chairman Graham requested approval to offer a part-time 110 day position to the most senior of the two furloughed instructors in Practical Nursing. If they should decline the position, the Practical Nursing Coordinator is approved to advertise for a new part-time employee that may be brought to the Joint Committee in September for approval.


Mrs. Woods, seconded by Mr. Lytle, moved to approve offering a part-time 110 day position to the most senior of the two furloughed instructors in Practical Nursing. If they should decline the position, the Practical Nursing Coordinator is approved to advertise for a new part-time employee that may be brought to the Joint Committee in September for approval.

Roll Call: Ayes: Todd Carson, Ron Lytle, Hal Carbaugh, Karen Woods, Randy Seitz, Mark Marterella, Dwight Proper, David Graham

Nayes: None, motion carried.

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

Recorded by,

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

Patrick M. Adams
Secretary, Joint Committee