

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

MINUTES

August 7, 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: David Graham, Todd Carson, Ronald Lytle, Troy Johnston, Karen Woods, Joe Womer, Randy Seitz, Dwight Proper, Hal Carbaugh

Absent: Mark Marterella

Also Present: Mr. Mario Fontanazza, Mr. William Vonada

Mr. Carbaugh stated the Joint Committee members had received copies of the Minutes of the June 5, 2017 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mr. Graham, moved to approve the Minutes of the June 5, 2017 meeting as submitted.

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

Nayes: None, motion carried.

The Treasurer and Secretary's Report as of 6/30/17 and 8/7/17 and the Special Account Report as of 6/30/17 were submitted for information.

Mrs. Woods, seconded by Mr. Graham, moved to accept the Treasurer and Secretary's Report as of 6/30/17 and 8/7/17 and the Special Account Report as of 6/30/17 as submitted. Motion unanimously carried.

The motion was unanimously approved.

A list of bills was presented for approval as follows:

6/7/16 – 6/30/16 \$916,286.72

7/1/16 – 8/1/16 \$690,254.24

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

6/7/16 – 6/30/16 \$916,286.72

7/1/16 – 8/1/16 \$690,254.24

Mr. Seitz questioned the purchase of a truck. Mr. Adams explained that we had an opportunity to trade the current truck and upgrade at a significant value. Mr. Fontanazza explained that we were able to account for $\frac{3}{4}$ of the cost through equipment that was sold via Municibid and metal that was scrapped.

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

Nayes: None, motion carried.

Under Communications, the Professional Advisory Committee minutes were discussed. He also discussed the Calendar of Events for the month of July and the Monthly Enrollment Report as of 8/7/17 were submitted.

Mr. Carbaugh requested approval of the action items.

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

- i. Permission for Robert Moore to attend the 2017 PCEA conference October 10 – 11, 2017, in State College at a cost not to exceed \$1,100.00 – Funding – Local.
- ii. Approve Budget Transfers for 2016-2017.
- iii. Accept resignation of Ann Mooney part-time Practical Nursing instructor.
- iv. Approve Melissa Redfield as part-time Practical Nursing instructor at step 1, column B of the collective bargaining agreement \$32,504.00 prorated for 123 days.
- v. Approve Heidi Kucenski as full-time Practical Nursing instructor at step 1, column B of the collective bargaining agreement \$48,624.00.
- vi. Approval of the 2017-2018 Bus Contracts and Bus Drivers.
- vii. Approve Facility use contract with Clarion University for Adult Emergency Medical Technician (EMT) course beginning in September 2017.
- viii. Approve lease of 2 Toshiba e-studio 456 copiers for Practical Nursing at \$446.02 per month for 36 months.
- ix. Approve Student and Employee Handbooks for 2017-2018 with no changes.
- x. Approve substitute instructor list for 2017-2018.
- xi. Approve Practical Nursing substitute instructor list for 2017-2018.

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

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the July 2017.

Mr. Carbaugh asked if there was any old business.

None was noted.

Under new business, Mr. Carbaugh asked the members to approve a textbook for Culinary Arts; Servesafe Manager 7th edition, by the National Restaurant Association.

Mrs. Woods, seconded by Mr. Proper, moved to approve a textbook for Culinary Arts; Servesafe Manager 7th edition, by the National Restaurant Association.

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

Nayes: None, motion carried.

Upon motion by Mrs. Woods, seconded by Mr. Carson, the meeting adjourned at seven eighteen (7:18) p.m.

Recorded by

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

Patrick M. Adams
Secretary, Joint Committee