

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

**MINUTES**

**December 3, 2015**

The annual reorganization 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. Carson called the meeting to order at seven o'clock (7:00) p.m.

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

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

**Roll Call:** Present: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, David Graham, Randy Seitz, Joe Womer, Mark Marterella

Absent: Unappointed Titusville representative

Also Present: Mr. Mario Fontanazza, Dr. Pam Dye

Mr. Seitz, seconded by Mrs. Woods, moved to nominate Ron Lytle as Temporary Chairman of the Joint Committee. Mrs. Woods, seconded by Mr. Carbaugh, moved to close the nominations.

The motion unanimously carried.

Temporary Chairman Lytle stated that nominations were open for Chairman of the Joint Committee.

Mr. Seitz, seconded by Mrs. Woods, moved to nominate David Graham as Chairman of the Joint Committee. Mrs. Woods, seconded by Mr. Carson, moved to close the nominations.

The motion unanimously carried.

Mr. Graham took the Chair.

Chairman Graham stated that nominations were open for Vice Chairman of the Joint Committee.

Mrs. Woods, seconded by Mr. Carson, moved to nominate Hal Carbaugh as Vice Chairman of the Joint Committee.

The motion unanimously carried.

Chairman Graham stated the following meeting schedule for 2016 for the Joint Committee was presented:

Monday, January 4, 2016  
Monday, February 1, 2016  
Monday, March 7, 2016  
Monday, April 4, 2016  
Monday, May 2, 2016  
Monday, June 6, 2016

Monday, July 5, 2016  
Monday, August 1, 2016  
Tuesday, September 6, 2016  
Monday, October 3, 2016  
Monday, November 7, 2016  
Thursday, December 8, 2016

Mrs. Woods, seconded by Mr. Womer, moved to adopt the 2016 Joint Committee Schedule as presented.

The motion unanimously carried.

Chairman Graham stated the next item on the agenda was the appointment of the Solicitor for the Joint Committee for 2016. He requested approval of Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of \$125.00 an hour with no retainer.

Mr. Carson, seconded by Mrs. Woods, moved to appoint Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of \$125.00 an hour with no retainer.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

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

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

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of December 3, 2015 were submitted for information.

Mrs. Woods, seconded by Mr. Carson, moved to approve the Treasurer's and Secretary's Report as of December 4, 2014 and the Special Account Report as of December 3, 2015.

Mr. Adams discussed the composition of these two reports for the new member.

Motion unanimously carried.

A list of bills totaling \$638,452.26 was presented for approval.

Chairman Graham asked if there were any questions.

Mr. Adams made comments on several items for the new member to display what to look for in future meetings.

Mrs. Woods, seconded by Mr. Seitz moved to approve the list of bills totaling \$638,452.26 as presented.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

Under Communications, the Professional Advisory Committee minutes were discussed, Calendar of Events for the month of December and the Monthly Enrollment Report as of 12/03/15 were submitted.

During the context of the information Mr. Fontanazza was covering, he referred to the budget meetings that he and Mr. Adams had attended with the Superintendents and Business Managers.

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

At 7:25 p.m. the Committee reconvened.

Mrs. Woods, seconded by Mr. Carson, moved to approve the actions items under item 9. a. except for item ii. as follows:

- i. Approve the furlough of Susan McDowell and Rachel More as part-time Practical Nursing instructors (98 days) effective immediately.
- iii. Approve contract with Keystone Smiles for an Americorp tutor for Math and/or English remediation.
- iv. Approve Non-bargaining salary schedule.
- v. Approve Local Audit report for the 2014-2015 school year. A draft is on the website.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

Mr. Graham requested approval of the Collective Bargaining agreement with the Venango Technology Center Faculty Association from July 1, 2015 through June 30, 2019.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the Collective Bargaining agreement with the Venango Technology Center Faculty Association from July 1, 2015 through June 30, 2019.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the period 11/3/15 through 12/3/15.

Mr. Adams gave a report on the 2016-2017 proposed budget. He presented a bar graph that indicated the nature of the increases and decreases. He also gave a narrative review with enrollment data to support the bar graph and mentioned that the members would have this information for review and would approve this at the January 2016 meeting.

Chairman Graham asked if there was any old business.

None was noted.

Chairman Graham stated that there were three action items for new business.

- a) Action: Approve part-time maintenance helper Jay Roydes. The work schedule will be 25-28 hours per week at a rate of \$9.00/hr with no benefits.
- b) Action: Approve resignation of Carrie Beightol, guidance counselor, effective no earlier than 1/8/2016.
- c) Action: Approve successful bid for the modular home, submitted by Craig Westover in the amount of \$59,000.00.
- d) Action: Approve posting of the Guidance Counselor position for replacement.

Mrs. Woods, seconded by Mr. Carbaugh, moved to approve part-time maintenance helper Jay Roydes. The work schedule will be 25-28 hours per week at a rate of \$9.00/hr with no benefits.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

Mrs. Woods, seconded by Mr. Carbaugh, moved to approve the resignation of Carrie Beightol, guidance counselor, effective no earlier than 1/8/2016.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

Mrs. Woods, seconded by Mr. Carbaugh, moved to approve the successful bid for the modular home, submitted by Craig Westover in the amount of \$59,000.00.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

Mrs. Woods, seconded by Mr. Carson, moved to approve posting of the Guidance Counselor position for replacement.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Karen Woods, Randy Seitz, Joe Womer, Mark Marterella, David Graham

Nayes: None, motion carried.

Upon motion by Mrs. Woods, seconded by Ms. Motzer, the meeting adjourned at seven thirty-two (7:32) p.m.

Recorded by

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

Patrick M. Adams  
Secretary, Joint Committee