

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

MINUTES

December 7, 2023

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

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

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

Roll Call: Present: Monica Chatham (zoom), Dr. Melanie Anderson (zoom), Lynn Cressman (zoom), Cheryl Ferry, Shari Neely, Mark Marterella, Justin McFall, Troy Johnston

Absent: Ben Carbaugh, Leslie Boyer

Also Present: Mr. Mario Fontanazza, Mrs. Amanda Hetrick

Mr. Adams asked for nominations for Temporary Chairman.

Mr. Johnston, seconded by Mrs. Neely, moved to nominate and approve Mark Marterella as Temporary Chairman.

The motion was unanimously approved.

Mr. Marterella took the Chair.

Mr. Marterella asked for nominations for Chairman.

Mrs. Neely, seconded by Mrs. Ferry, moved to nominate and approve Troy Johnston as Chairman.

The motion was unanimously approved.

Mr. Johnston took the chair.

Mr. Johnston asked for nominations for Vice Chairman.

Mrs. Neely, seconded by Mr. Marterella, moved to nominate and approve Cheryl Ferry as Vice Chairman.

The motion was unanimously approved.

Chairman Johnston stated the following meeting schedule for 2024 for the Joint Committee was presented:

Tuesday, January 2, 2024
Monday, February 5, 2024
Monday, March 4, 2024
Tuesday, April 2, 2024
Monday, May 6, 2024
Monday, June 3, 2024

Monday, July 1, 2024
Monday, August 5, 2024
Tuesday, September 3, 2024
Monday, October 7, 2024
Monday, November 4, 2024
Thursday, December 5, 2024

Mrs. Neely, seconded by Mr. Marterella, moved to approve the meeting schedule for 2024 for the Joint Committee.

Roll Call: Ayes: Monica Chatham, Dr. Melanie Anderson, Lynn Cressman, Cheryl Ferry, Shari Neely, Mark Marterella, Justin McFall, Troy Johnston

Nayes: None, motion carried.

Chairman Johnston requested approval to appoint Timothy Sennett, of Knox, McLaughlin, Gornall & Sennett as Solicitor of the Joint Committee for 2024 at a cost of \$130.00 per hour.

Mr. Marterella, seconded by Mrs. Neely, moved to appoint Timothy Sennett, of Knox, McLaughlin, Gornall & Sennett as Solicitor of the Joint Committee for 2024 at a cost of \$130.00 per hour.

Roll Call: Ayes: Monica Chatham, Dr. Melanie Anderson, Lynn Cressman, Cheryl Ferry, Shari Neely, Mark Marterella, Justin McFall, Troy Johnston

Nayes: None, motion carried.

Mr. Johnston stated the Joint Committee members had received copies of the Minutes of the November 6, 2023 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mr. Marterella, seconded by Mrs. Neely, moved to approve the Minutes of the November 6, 2023 meeting as submitted.

Roll Call: Ayes: Monica Chatham, Dr. Melanie Anderson, Lynn Cressman, Cheryl Ferry, Shari Neely, Mark Marterella, Justin McFall, Troy Johnston

Nayes: None, motion carried.

The Treasurer and Secretary's Report as of 12/7/23 were submitted for information.

Mrs. Neely, seconded by Mr. Marterella, moved to accept the Treasurer and Secretary's Report as of 12/7/23 as submitted.

The motion was unanimously approved.

A list of bills from 11/7/23 – 12/7/23 in the amount of \$632,919.87 were presented for approval.

Mr. Marterella, seconded by Mrs. Neely, moved to approve the list of bills as presented.

Roll Call: Ayes: Monica Chatham, Dr. Melanie Anderson, Lynn Cressman, Cheryl Ferry, Shari Neely, Mark Marterella, Justin McFall, Troy Johnston

Nayes: None, motion carried.

Under Communications, Mr. Fontanazza discussed the Professional Advisory Committee. He also discussed the Calendar of Events for the month of December. The Monthly Enrollment Report as of 12/7/23 was submitted.

Mr. Johnston requested approval of the action items as presented. Item 8. a) i. - v. in one motion

Mrs. Neely, seconded by Mrs. Ferry, moved to approve action items 8. a) i. - v. in one motion as follows:

- i. Approve local audit report for the year ended June 30, 2023.
- ii. Approve successful bid from Sky Oxygen for the Welding Fume Extraction system in the amount of \$56,778.
- iii. Authorize Business Manager the ability to secure the best market rate that is in the best interest of the Tech Center for Electric and Gas for no more than a 2 year period.
- iv. Approve Tammy Botts and Michaela Manross to attend the PDE Data Summit in Hershey March 11-13, 2024 at a cost not to exceed \$1,750.00. Funding – Local
- v. Approve Steering Committee for the Act 48 Professional Development Plan:
Craig Kasunic – OCHS Principal – Lance Hummer – Keystone Education Council
Director – Community Member – Ian Bialo – Pathways Adolescent Center Director of
Operations – Local Business Representative

Roll Call: Ayes: Monica Chatham, Dr. Melanie Anderson, Lynn Cressman, Cheryl Ferry, Shari Neely, Mark Marterella, Justin McFall, Troy Johnston

Nayes: None, motion carried.

Mr. Adams discussed the composition of the Authority Board. He indicated that the term was five years and that if someone was replaced, their replacement was appointed to fill the remainder of the term. He asked that the Authority positions for Franklin and Valley Grove be addressed at their next meeting. The Authority meets annually in February after the regular Joint Committee meeting.

Mr. Adams began a discussion regarding the 2024-2025 budget. He indicated that he and Mr. Fontanazza had already met with each district Superintendent and Business Manager. He commented that this budget did not have the line item for the capital lease as this was paid off during the current year. As a result, the opportunity to add Child Care as a program and retain a custodian that was funded with ARP ESSER funds became available. The total cost of the Child Care program was \$132,000 for salary, fringes and instruction. The custodian salary and fringes approximated \$73,500. Mr. Adams detailed the composition of the line items for the Director and Business Manager that included the buyback for 10 vacation days. He stated that this had not been accounted for previously, but in practice it was being taken advantage of and should be in the budget. He mentioned that the teachers were currently in negotiations and that this budget included a 4% raise for the teachers. He mentioned that the Health insurance was up 8.33%. The last discussion included a plan to help assist the instructional aides, maintenance and administrative assistant staff achieve raises that would hopefully prevent them from leaving frequently and also aid in finding new prospective employees that could have a competitive wage. He indicated that this budget would be on review for the month of December and would request approval at the January 2, 2024 meeting.

Mr. Fontanazza reviewed his Issues/Activities for November 2023.

Mr. Johnston asked if there was any old business.

None was noted.

Mr. Johnston asked if there was any new business.

An equipment item presented for disposal was requested for approval.

Mrs. Neely, seconded by Mr. Marterella, moved to approval the equipment item for disposal.

Roll Call: Ayes: Monica Chatham, Dr. Melanie Anderson, Lynn Cressman, Cheryl Ferry, Shari Neely, Mark Marterella, Justin McFall, Troy Johnston

Nayes: None, motion carried.

Upon motion by Mr. Marterella, seconded by Mrs. Neely, the meeting adjourned at thirty-six minutes past seven (7:36) p.m.

Recorded by

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

Patrick M. Adams
Secretary, Joint Committee