

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

MINUTES

June 5, 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, Ronald Lytle, Troy Johnston, Karen Woods, Joe Womer,
Randy Seitz, Dwight Proper, Hal Carbaugh

Absent: Todd Carson, Mark Marterella,

Also Present: Mr. Mario Fontanazza

Mr. Carbaugh stated the Joint Committee members had received copies of the Minutes of the May 1, 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 May 1, 2017 meeting as submitted.

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

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of June 5, 2017 were submitted for information.

Mrs. Woods, seconded by Mr. Graham moved to approve the Treasurer's and Secretary's Report as of June 5, 2017 and the Special Account Report as of June 5, 2017.

The motion was unanimously approved.

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

Mrs. Woods, seconded by Mr. Proper, moved to approve the list of bills totaling \$480,260.51 as submitted.

Roll Call: Ayes: David Graham, 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. Mr. Fontanazza commented on the awarding of certificates going very well on June 1st. He also mentioned that the PN part-time nursing instructor search did not provide any worthy candidates and that we would be continuing our search. He also discussed the Calendar of Events for the month of May and the Monthly Enrollment Report as of 6/5/17 were submitted.

Mr. Carbaugh requested nominations for Treasurer of the Joint Committee.

Mr. Proper, seconded by Mrs. Woods, moved to nominate Joe Womer as Treasurer of the Joint Committee for a 1 year term beginning 7/1/2017.

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

Nayes: None, motion carried.

Mrs. Woods, seconded by Mr. Proper, moved to nominate Patrick M. Adams as Secretary of the Joint Committee for a term of 4 years beginning 7/1/2017.

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

Nayes: None, motion carried.

Mr. Carbaugh requested approval of the action items.

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

- iii. Approve textbook for Dental Assistant program: Modern Dental Assisting by Evolve Resources 13th edition.
- iv. Approve Pat Adams, Sarah Campbell, Robert Nurss and Carol Miller to attend the PACTA fall workshop in State College, PA on September 21 – 22, 2017 at a cost not to exceed \$1,500.00. Funding – Local.
- v. Approve Robert Moore to attend the Classmate Summer Institute in Bethlehem, PA July 17th – 19th, 2017 at a cost not to exceed \$1,100.00. Funding – Local.
- vi. Approve Peggy Davis as Instructional Aide at \$12,500.00 per year plus benefits – Funding Perkins.
- vii. Approve administrative raises based on evaluations.
- viii. Approve Linda Lander as summer maintenance helper for 11 weeks at \$9.00 per hour.
- ix. Approve former student Darren Smart as maintenance worker for 3, 8 hour days for 10 weeks at \$7.25 per hour.
- x. Approve the Contract with Community Ambulance for the 2017-2018 School Year in the amount of \$300.00
- xi. Approve 2017-2018 contract with CCL Technologies as presented.
- xii. Approve contract with Integra One for web and email filtering.
- xiii. Approve in-service request for Wendi Ziegler.
- xiv. Approve additions to the substitute instructor list.
- xv. Approve additions to the Advisory committees.
- xvi. Adopt resolution for the Director to electronically sign contracts with the PA department of Education.

- xvii. Depositories 2017-2018 – PNC Bank, Citizens Bank and Pennsylvania Local Government Investment Trust (PLGIT)
- xviii. Adopt PLGIT resolution.

Roll Call: Ayes: David Graham, 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 period 5/2/17 through 6/5/17.

Mr. Carbaugh asked if there was any old business.

None was noted.

Under new business, Mr. Carbaugh asked the members to adopt a resolution authorizing the Business Manager to remit routine expenditures and make necessary budget transfers during June and July 2017 to close budget accounts and bring all expenditures to the Joint Committee at their next regular meeting for ratification and cancelling the July 2017 regular meeting.

Mrs. Woods, seconded by Mr. Graham, moved to adopt a resolution authorizing the Business Manager to remit routine expenditures and make necessary budget transfers during June and July 2017 to close budget accounts and bring all expenditures to the Joint Committee at their next regular meeting for ratification and cancelling the July 2017 regular meeting.

Roll Call: Ayes: David Graham, 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. Graham, the meeting adjourned at seven seventeen (7:17) p.m.

Recorded by

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

Patrick M. Adams
Secretary, Joint Committee