

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

**MINUTES**

**March 3, 2014**

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

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

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

**Roll Call:** Present: Todd Carson, Hal Carbaugh, Ron Lytle, John Mehalic, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Absent: Joe Womer

Also Present: Mario Fontanazza and Dr. Joseph Carrico

Chairman Woods requested approval of the minutes of the February 3, 2014 meeting.

Mr. Seitz, seconded by Mrs. Clarke, moved to approve the Minutes of the February 3, 2014 meeting as submitted. Motion unanimously carried.

The Treasurer and Secretary's Report as of 3/03/14, the Special Account Report as of 3/03/14 were submitted for information.

Mr. Proper, seconded by Mr. Carson, moved to approve The Treasurer and Secretary's Report as of 3/03/14 as submitted.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ron Lytle, John Mehalic, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

A list of bills totaling \$467,373.14 was presented for approval.

Mr. Seitz, seconded by Mr. Carson moved to approve the list of bills totaling \$467,373.14 as submitted.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ron Lytle, John Mehalic, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

Under Communications, the Minutes of the Professional Advisory Committee Meeting of 2/28/14, the Calendar of Events for the month of March and the Monthly Enrollment Reports as of 3/3/14 were submitted.

At 7:11 p.m. the members went into executive session for personnel matters and potential litigation.

The meeting reconvened at 7:36 p.m.

Chairman Woods requested approval of the action items as follows:

- i. Permission for Cindy Cornelius to attend Pennsylvania Association of Practical Nursing Administrators (PAPNA) Conference in Lewisburg, PA on May 8 – 10, 2014 at a cost not to exceed \$700.00 – Funding – Practical Nursing
- ii. Approve additions and changes to the Board Policy manual.
- iii. Approve job descriptions for Teacher, Coordinator of Student Services and Learning Support Teacher
- iv. Approve additions to Occupational Advisory committees
- v. Approve Class Trip for VTC students to attend the Robobot competition at Meadville High School on April 5, 2014

Mr. Seitz, seconded by Mrs. Clarke, moved to approve action items as presented.

**Roll Call:** Ayes: Todd Carson, Hal Carbaugh, Ron Lytle, John Mehalic, David Graham, Randy Seitz, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

Mr. Fontanazza reviewed his activities from 2/3/14 through 3/3/14

Mr. Adams reported the results of the budget resolution passed by each school. There were 44 yes votes, 9 members absent and 1 vacant seat. 28 votes are necessary to pass the budget.

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

Chairman Woods asked if there was any new business. None was noted.

Upon motion by Mr. Mehalic and seconded by Mr. Carbaugh, the meeting adjourned at seven seventeen (7:40) 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