

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

**MINUTES**

**November 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: Ronald Lytle, John Mehalic, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Absent: Todd Carson, Hal Carbaugh, Joe Womer, Randy Seitz

Also Present: Mario Fontanazza, Pat Gavin

Chairman Woods stated the Joint Committee members had received copies of the Minutes of the October 6, 2014 meeting in the mail. She asked if there were any additions, corrections or deletions.

Mr. Lytle, seconded by Mrs. Clarke, moved to approve the Minutes of the October 6, 2014 meeting as submitted.

**Roll Call:** Ayes: Ronald Lytle, John Mehalic, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None

The Treasurer's and Secretary's Report as of November 3, 2014 and the Special Account Report as of November 3, 2014 were submitted for information.

Mr. Proper, seconded by Mrs. Clarke, moved to approve the Treasurer's and Secretary's Report as of November 3, 2014 and the Special Account Report as of November 3, 2014. Motion unanimously carried.

A list of bills totaling \$541,708.17 was submitted for approval.

Mr. Lytle, seconded by Mr. Mehalic, moved to approve the list of bills totaling \$541,708.17 as submitted.

**Roll Call:** Ayes: Ronald Lytle, John Mehalic, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None

Mr. Fontanazza discussed the meeting of the Professional Advisory Committee on 10/31/14. He indicated that the child accounting software we changed to this year did not operate as advertised. He stated that we would be switching to Classmate software next year. This is a more Technology Center friendly software. He commented that this was an example of how going cheap is not always the best solution. He indicated that he and Mr. Adams would be going out to meet and discuss the budget with the sending school Superintendents and Business Managers.

The calendar of events for November and the monthly enrollment report were presented as information.

Mrs. Woods called for an executive session for personnel matters at 7:18 p.m.

The meeting reconvened at 7:35 p.m.

Mrs. Woods requested approval for action items.

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

- a) Action:
  - i. Approve Carol Miller and Joe Hulsizer to attend the Shalenet forum in Washington, PA on November 5 and 6, 2014 at a cost not to exceed \$1,100.00 – Funding Local
  - ii. Approve additions to the substitute instructor list.
  - iii. Approve addition to the Occupational Advisory Committee.

**Roll Call:** Ayes: Ronald Lytle, John Mehalic, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None

Mr. Adams indicated that the local audit was complete and a draft of the financial statements is on the website.

Mr. Adams discussed the report for Joint Committee Membership. He described how the number of school members were determined and related this to the quota that each school could send.

Mr. Adams also indicated that the Chief School Administrator for 2015 would be Ms. Karen Jez, Superintendent of Titusville Area Schools.

Mr. Fontanazza reviewed his activities from 10/7/14 – 11/3/14.

Chairman Woods asked if there was any Old Business. None was noted.

Under New Business, Chairman Woods requested approval to hire an instructional aide for 112 days at a salary of \$7,385.00 plus benefits.

Mr. Graham, seconded by Mr. Lytle, moved to approve hiring an instructional aide for 112 days at a salary of \$7,385.00 plus benefits.

**Roll Call:** Ayes: Ronald Lytle, John Mehalic, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None

Mrs. Woods next asked for approval of the 2013-2014 local audit report.

Mr. Proper, seconded by Mr. Graham, moved to approve the 2013-2014 local audit report as presented.

**Roll Call:** Ayes: Ronald Lytle, John Mehalic, David Graham, Dwight Proper, Sue Clarke,  
Karen Woods

Nayes: None

Mrs. Woods asked for approval of the two Act 93 agreements for the Maintenance Supervisor and the Practical Nursing Coordinator and the Business Manager agreement.

Mrs. Clarke, seconded by Mr. Mehalic, moved to approve the two Act 93 agreements for the Maintenance Supervisor and the Practical Nursing Coordinator and the Business Manager agreement as presented.

**Roll Call:** Ayes: Ronald Lytle, John Mehalic, David Graham, Dwight Proper, Sue Clarke,  
Karen Woods

Nayes: None

Upon motion by Mr. Mehalic, seconded by Mr. Graham, the meeting adjourned at seven forty-four (7:44) 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  
Business Manager

**Joint Committee Reorganization Meeting – Thursday, December 4th, 2014**