

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

MINUTES

November 2, 2015

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

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

Chairman Proper asked the members to stand for the pledge of allegiance

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

Absent: Susan Motzer, Joe Womer

Also Present: Mario Fontanazza, Karen Jez

Mr. Proper called for an executive session for personnel matters at 7:01 p.m.

The meeting reconvened at 7:18 p.m.

Chairman Proper stated the Joint Committee members had received copies of the Minutes of the October 5, 2015 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the Minutes of the October 5, 2015 meeting as submitted.

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

Nays: None

The Treasurer's and Secretary's Report as of November 2, 2015 and the Special Account Report as of November 2, 2015 were submitted for information.

Mrs. Woods, seconded by Mr. Carson, moved to approve the Treasurer's and Secretary's Report as of November 2, 2015 and the Special Account Report as of November 2, 2015. Motion unanimously carried.

A list of bills totaling \$441,256.97 was submitted for approval.

Mrs. Woods, seconded by Mr. Carson, moved to approve the list of bills totaling \$441,256.97 as submitted.

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

Nayes: None

Mr. Fontanazza discussed the meeting of the Professional Advisory Committee on 10/30/15. 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.

Mr. Proper requested approval of the additions to the substitute instructor list.

Mrs. Woods, seconded by Mr. Carson, moved to approve the additions to the substitute instructor list.

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

Nayes: None

Mr. Adams indicated that the local audit was complete and a draft of the financial statements would be on the website before the next meeting.

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 Mrs. Pam Dye, Superintendent of Franklin Area Schools.

Mr. Fontanazza reviewed his activities from 10/6/15 – 11/2/15.

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

Under New Business, Chairman Proper requested approval of a tuition increase for the Practical Nursing program for the 2016-2017 school year. The tuition would increase to \$13,500.00.

Mrs. Woods, seconded by Mr. Carson, moved to approve the tuition increase for the Practical Nursing program for the 2016-2017 school year to \$13,500.00.

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

Nayes: None

Next, Mr. Proper requested approval to hire a part-time maintenance worker at \$9.00/hr not to exceed 28 hours a week and no benefits.

Mrs. Woods, seconded by Mr. Carson, moved to approve a part-time maintenance worker at \$9.00/hr not to exceed 28 hours a week and no benefits.

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

Nayes: None

Upon motion by Mrs. Woods, seconded by Mr. Carson, the meeting adjourned at seven forty (7:40) p.m.

Recorded by

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

Patrick M. Adams
Business Manager

Joint Committee Reorganization Meeting – Thursday, December 3rd, 2015