

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

MINUTES

September 6, 2016

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

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

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

Roll Call: Present: Hal Carbaugh, Ron Lytle, Joe Womer, Karen Woods (via phone), Dwight Proper, David Graham

Absent: Todd Carson, Randy Seitz, Susan Motzer, Mark Marterella

Also Present: Mario Fontanazza, Dr. Pamela Dye

Mr. Graham requested approval of the August 1, 2016 meeting minutes.

Mr. Proper, seconded by, Mr. Carbaugh, moved to approve the Minutes of the August 1, 2016 meeting as submitted. Motion unanimously carried.

The Treasurer and Secretary's Report as of 9/6/2016 was submitted for information.

Mr. Carbaugh, seconded by Mr. Womer, moved to accept the Treasurer and Secretary's Report as of 9/6/16. Motion unanimously carried.

A list of bills in the amount of \$339,573.29 was presented for approval.

Mr. Proper, seconded by Mr. Carbaugh moved to approve the list of bills as presented.

Roll Call: Ayes: Hal Carbaugh, Ron Lytle, Joe Womer Karen, Woods (via phone), Dwight Proper, David Graham

Nayes: None, motion carried.

Under Communications, Mr. Fontanazza highlighted some things discussed in the Minutes of the Professional Advisory Committee Meeting of 9/2/16 and the enrollment report as of 9/8/15.

Mr. Graham requested approval of Action items a) i. – vii. as one motion.

Mr. Lytle, seconded by Mr. Carbaugh, moved to approve Action items a) i. – vii. as one motion as follows:

- i. Recommend approval of the Adult Evening School Schedule for the 2016-2017 school year. (available at the meeting)
- ii. Approve Occupational Advisory Committee members for 2016-2017.

- iii. Approve Rachel More as part-time prorated 110 day Practical Nursing position on Step 1, Column B of the collective bargaining schedule \$28,726.74.
- iv. Approve tuition increase for Practical Nursing for the 2017-2018 school year. This is a 2.5% and \$340.00 per year increase from 2016-2017 school year to \$13,840.00 annually.
- v. Approve Memorandum of Understanding with the Technical Assistance Program (TAP) for the 2016 – 2017 school year.
- vi. Approve Sarah Campbell and Tammy Botts to attend the ACAPA annual conference in Hershey on November 2 – 4, 2016 at a cost not to exceed \$1,600.00 – Funding local.
- vii. Approve request for Cindy Cornelius to attend the PA association of Practical Nursing Administrators conference in Lewisburg on October 13 – 14, 2016 at a cost not to exceed \$900.00 – Funding Practical Nursing.

Roll Call: Ayes: Hal Carbaugh, Ron Lytle, Joe Womer, Karen Woods (via phone), Dwight Proper, David Graham

Nayes: None, motion carried.

Mr. Fontanazza reviewed his activities.

Under old business, Chairman Graham asked for approval of the board policies as presented in August.

Mr. Lytle, seconded by Mr. Carbaugh, moved to approve the board policies as presented.

Roll Call: Ayes: Hal Carbaugh, Ron Lytle, Joe Womer, Karen Woods (via phone), Dwight Proper, David Graham

Nayes: None, motion carried.

Under new business, Chairman Graham requested the members approve items a) – c) as one motion.

Mr. Lytle, seconded by Mr. Carbaugh, moved to approve items a) – c) as one motion as follows:

- a) accept the resignation of Rachel More as part-time instructor in Practical Nursing effective October 25, 2016.
- b) approve advertising for a part-time 110 day instructor in Practical Nursing.
- c) approve Steve Glosser as bus driver for Wolbert Bus Company pending clearances.

Roll Call: Ayes: Hal Carbaugh, Ron Lytle, Joe Womer, Karen Woods (via phone), Dwight Proper, David Graham

Nayes: None, motion carried.

Upon motion by Mr. Proper, seconded by Mr. Carbaugh, the meeting adjourned at seven twelve (7:12) p.m.

Recorded by,

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

Patrick M. Adams
Secretary, Joint Committee