

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

MINUTES

October 7, 2013

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

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

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

Roll Call: Present: Patty Feroz, Ron Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Absent: Robert Betzold

Also Present: Mario Fontanazza, Jeffrey Clark, Travis Crate, Martin Conti

Chairman Carson stated the Joint Committee members had received copies of the Minutes of the September 3, 2013 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mrs. Clarke, moved to approve the Minutes of the September 3, 2013 meeting. Motion unanimously carried.

The Treasurer's and Secretary's Report as of October 7, 2013 was submitted for information.

Mrs. Woods, seconded by Mrs. Feroz, moved to approve the Treasurer's and Secretary's Report as of October 7, 2013 as submitted. Motion unanimously carried.

A list of bills totaling \$625,849.90 was submitted for approval.

Mr. Proper, seconded by Mrs. Woods, moved to approve for payment the lists of bills as submitted.

Mr. Adams covered several items on the list of bills and remarked on Mr. Proper's request from the last meeting concerning utilizing employment agencies rather than advertising as a means to obtain quality employees. Mr. Adams stated that after inquiry regarding an employment agency, the cost averaged 18% of the first year salary for the individuals employed.

Roll Call: Ayes: Patty Feroz, Ron Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Under communications, Chairman Carson indicated that the Minutes of the Professional Advisory Committee Meeting – 10/3/13, the Calendar of Events for October and the enrollment report were submitted as information.

Chairman Carson requested an executive session for personnel matters at 7:16 p.m.

The meeting reconvened at 7:27 p.m.

Mrs. Woods, seconded by Mrs. Feroz, moved to combine agenda items 8. a-i as one motion as follows:

- a) Adopt resolution to permit the Business Manager to secure the electric rate that is in the best interest of the school.
- b) Approve contract for HVAC services with Renick Brothers for the 2013-2014.
- c) Approve additions to the substitute instructor list.
- d) Accept resignation of Dawn Linn instructor for Allied Health Occupations, effective immediately.
- e) Approve Angel Prichard as full-time Instructor of Allied Health Occupations at step 1, column B of the collective bargaining agreement at \$44,207.00 prorated based on number of days worked.
- f) Approve Director of Student Services and two others to attend the Integrated Learning conference in State College on November 6-8, 2013 at a cost not to exceed \$2,100.00. Funding – Local
- g) Approve Karen Strawbridge and Kristen Deets to attend the AVTEC conference in Mill Hall, PA November 3-4, 2013 at a cost not to exceed \$800.00. Funding - Local
- h) Approve Rosemary and Martin Conti to escort three students to the DECA Entrepreneurship conference in State College on November 8-9, 2013 at a cost not to exceed \$800.00. Funding - Local
- i) Approve the local Audit Report as presented by O'Polka & Company for the year ended 6/30/2013.

Roll Call: Ayes: Patty Feroz, Ron Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Nays: None, motion carried.

Mr. Fontanazza indicated that the Comprehensive Plan draft is on the website and would be on review for 30 days to be approved in November. Instructions for logging into the website were included in everyone's packet.

The Budget timeline for the 2014-2015 year was distributed as information.

Mr. Fontanazza presented his activities for the period September 4, 2013 through October 7, 2013.

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

Under New business, Chairman Carson requested approval of Robert Nurss as Technology assistant for 205 days at an annual salary of \$25,000.00 prorated for the number of days worked.

Mrs. Woods, seconded by Mr. Proper, moved to approve Robert Nurss as Technology assistant for 205 days at an annual salary of \$25,000.00 prorated for the number of days worked.

Roll Call: Ayes: Patty Feroz, Ron Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Chairman Carson requested approval Wendi Ziegler as Instructional Aide at an annual salary of \$11,951.00 for 182 days prorated for the number of days worked.

Mrs. Woods, seconded by Mrs. Feroz, moved to approve Wendi Ziegler as Instructional Aide at an annual salary of \$11,951.00 for 182 days prorated for the number of days worked.

Roll Call: Ayes: Patty Feroz, Ron Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Chairman Carson requested approval of an increase in the daily rate for a substitute instructor to \$85.00 per day.

Mr. Proper, seconded by Mrs. Woods, moved to approve an increase in the daily rate for a substitute instructor to \$85.00 per day.

Roll Call: Ayes: Patty Feroz, Ron Lytle, John Mehalic, Karen Woods, Catherine Bollinger, Randy Seitz, Dwight Proper, Sue Clarke, Todd Carson

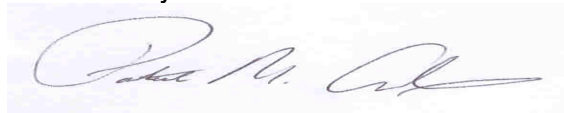
Nayes: None, motion carried.

Chairman Carson requested approval of the retirement incentive presented pending approval by Labor Counsel regarding a death clause.

Mr. Seitz, seconded by Mrs. Feroz, moved to approve the retirement incentive presented pending approval by Labor Counsel regarding a death clause.

Upon motion by Mr. Mehalic, seconded by Mrs. Woods, the meeting adjourned at seven thirty-three (7:33) 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

A reminder that next month's meeting will be held on **Monday, November 4, 2013.**