

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

MINUTES

September 3, 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, John Mehalic, Catherin Bollinger, Dwight Proper, Sue Clarke, Todd Carson

Absent: Ronald Lytle, Karen Woods, Randy Seitz, Robert Betzold

Also Present: Mario Fontanazza, Jeffrey Clark

Chairman Carson stated the Joint Committee members had received copies of the Minutes of the August 5, 2013 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mr. Proper, seconded by Mrs. Feroz, moved to approve the Minutes of the August 5, 2013 meeting. Motion unanimously carried.

The Treasurer's and Secretary's Report as of September 3, 2013 was submitted for information.

Mr. Proper, seconded by Mrs. Clarke, moved to approve the Treasurer's and Secretary's Report as of September 3, 2013 as submitted. Motion unanimously carried.

A list of bills totaling \$642,760.75 and the final report for the 2012-2013 school year were submitted for approval.

Mr. Mehalic, seconded by Mrs. Clarke, moved to approve for payment the lists of bills and final report for 2012-2013 as submitted.

Chairman Carson asked if there were any questions.

Roll Call: Ayes: Patty Feroz, John Mehalic, Catherin Bollinger, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Under communications, Chairman Carson indicated that the Minutes of the Professional Advisory Committee Meeting – 8/30/13, the Calendar of Events for September and the enrollment report were submitted as information.

Mr. Proper discussed utilizing employment agencies rather than advertising as a means to obtain quality employees.

Chairman Carson requested an executive session for personnel matters at 7:13 p.m.

The meeting reconvened at 7:31 p.m.

Mrs. Feroz, seconded by Mr. Mehalic moved to combine agenda items 8. a-h as one motion as follows:

- a) Adult Evening School Fall Schedule for the 2013-2014 school year.
- b) The student and employee handbook with no changes for the 2013-2014 school year
- c) Accept resignation letter of Debra Best effective August 22, 2013.
- d) Approve advertising for the position of instructional aide.
- e) Approve changes to the Occupational Advisory Committee members for 2014-2015.
- f) Approve a tuition increase for Practical Nursing for the 2014-2015 school year. This is up \$200.00 to \$10,550.00 annually which equates to a 2% increase.
- g) Approve request for Cindy Cornelius to attend the PA association of Practical Nursing Administrators conference in Lewisburg on October 10-11, 2013 at a cost not to exceed \$750.00 – Funding Practical Nursing; Permission for Robert Moore to attend the 2013 PCEA conference October 15 – 16, 2013, in State College at a cost not to exceed \$700.00 – Funding – local.
- h) Approval of the addition to the Substitute instructor list for 2013-2014.

Roll Call: Ayes: Patty Feroz, John Mehalic, Catherin Bollinger, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Mr. Fontanazza presented his activities for the period August 6, 2013 and through September 3, 2013.

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

Under New business, Chairman Carson requested items 10. a-c be approved as one motion as follows:

- a) Approve Connie Kellogg as administrative assistant for Practical Nursing in Warren for 127 days at \$10,500.00.
- b) Approve Lindsay Schumann as part-time instructor of Practical Nursing in Warren at step 1, column B of the collective bargaining agreement for 98 days at \$23,545.00.
- c) Approve Dawn Linn as full-time Instructor of Allied Health Occupations at step 1, column C of the collective bargaining agreement at \$45,900.00 prorated based on number of days worked.

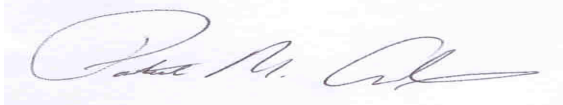
Mrs. Feroz, seconded by Mrs. Bollinger, moved to approve items 10. a-c as presented.

Roll Call: Ayes: Patty Feroz, John Mehalic, Catherin Bollinger, Dwight Proper, Sue Clarke, Todd Carson

Nayes: None, motion carried.

Upon motion by Mr. Mehalic, seconded by Mrs. Feroz, the meeting adjourned at seven thirty-five (7:35) p.m.

Recorded by

A handwritten signature in dark 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, October 7, 2013.**