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

# MINUTES

**December 8, 2011**

The annual reorganization 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. Mrs. Feroz called the meeting to order at seven o'clock (7:00) p.m.

Mrs. Feroz asked the members to pause for a moment of silence.

Mrs. Feroz asked the members to stand for the pledge of allegiance.

**Roll Call**: Present: Patty Feroz, Michael Port, Ronald Lytle, William Deal, John Mehalic, Sue Barthen

Absent: Randy Seitz, Todd Carson, Dwight Proper, Karen Woods

Also Present: Mr. Mario Fontanazza, Mr. Kevin Sprong

Mrs. Barthen, seconded by Mr. Port, moved to nominate Patty Feroz as Temporary Chairman of the Joint Committee.

The motion unanimously carried.

Temporary Chairman Feroz stated that nominations were open for Chairman of the Joint Committee.

Mr. Port, seconded by Mr. Lytle moved to nominate John Mehalic as Chairman of the Joint Committee.

Mrs. Barthen, seconded by Mr. Port, moved to close nominations for Chairman of the Joint Committee.

The motion unanimously carried.

Mr. Mehalic took the Chair.

Mrs. Woods arrived at 7:03 p.m.

Chairman Mehalic stated that nominations were open for Vice Chairman of the Joint Committee.

Mrs. Barthen, seconded by Mr. Lytle, moved to nominate William Deal as Vice Chairman of the Joint Committee.

The motion unanimously carried.

Chairman Mehalic stated that nominations were open for Treasurer of the Joint Committee.

Mr. Deal, seconded by Mrs. Feroz, moved to nominate Karen Woods as Treasurer of the Joint Committee.

The motion unanimously carried.

Chairman Mehalic stated the following meeting schedule for 2012 for the Joint Committee was presented:

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| Thursday, January 5, 2012 | Monday, July 2, 2012 |
| Monday, February 6, 2012 | Monday, August 6, 2012 |
| Monday, March 5, 2012 | Tuesday, September 4, 2012 |
| Wednesday, April 2, 2012 | Monday, October 1, 2012 |
| Monday, May 7, 2012 | Monday, November 5 2012 |
| Monday, June 4, 2012 | Thursday, December 6, 2012 |

Mr. Deal, seconded by Mr. Port, moved to adopt the 2012 Joint Committee Schedule as presented.

A discussion regarding a conflict with the Oil City January meeting took place.

Mr. Deal, seconded by Mr. Port, moved to adopt the 2012 Joint Committee Schedule with a change to include the January meeting on Thursday January 5th, 2012.

The motion unanimously carried.

Chairman Mehalic stated the next item on the agenda was the appointment of the Solicitor for the Joint Committee for 2012. He requested approval of Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of $125.00 an hour with no retainer.

Mr. Lytle, seconded by Mrs. Feroz, moved to appoint Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of $125.00 an hour with no retainer.

**Roll Call:** Ayes: Patty Feroz, Michael Port, Ronald Lytle, William Deal, John Mehalic, Sue Barthen, Mrs. Woods

Nayes: None, motion carried.

Chairman Mehalic stated the Joint Committee members had received copies of the Minutes of the November 7, 2011 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mr. Deal, moved to approve the Minutes of the November 7, 2011 meeting as submitted.

**Roll Call:** Ayes: Patty Feroz, Michael Port, Ronald Lytle, William Deal, John Mehalic, Sue Barthen, Mrs. Woods

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of December 8, 2011 were submitted for information.

Mrs. Woods, seconded by Mr. Deal, moved to approve the Treasurer's and Secretary's Report as of December 8, 2011 and the Special Account Report as of December 8, 2011. Motion unanimously carried.

A list of bills totaling $707,910.51 was presented for approval.

Chairman Mehalic asked if there were any questions.

Mrs. Woods, seconded by Mr. Port moved to approve the list of bills totaling $707,910.51 as presented.

**Roll Call:** Ayes: Patty Feroz, Michael Port, Ronald Lytle, William Deal, John Mehalic, Sue Barthen, Mrs. Woods

Nayes: None, motion carried.

Under Communications, the Professional Advisory Committee Meeting minutes for 12/01/11, the Calendar of Events for the month of December and the Monthly Enrollment Report as of 12/08/11 were submitted.

During the context of the information Mr. Fontanazza was covering, he referred to the budget meetings that he and Mr. Adams had attended with the Superintendents and Business Managers.

At 7:33 p.m. the Committee called an executive session for personnel matters.

The meeting reconvened at 7:38 p.m.

Mrs. Woods, seconded by Mrs. Feroz, moved to combine and approve action items a through f on the agenda as one motion:

a) Approve entering the PSBA BUCS Comprehensive Plan for unemployment compensation effective January 1, 2012.
b) Approve the request for unpaid leave of absence not to exceed 1 year, due to medical reasons, for Curtis Chase effective either December 15, 2011 or January 10, 2012 pending receipt of paperwork substantiating this leave from the military.
c) Approve April O'Neil as a long-term substitute in Allied Health Occupations effective November 4, 2011on step 1, column A of the collective bargaining salary schedule at $40,397.00 prorated for the number of school days worked.
d) Approve a conference request for Larry Baughman and Tammy Botts to attend the Attendance/Child Accounting Professional conference in Hershey from March 21 – 23, 2012 at a cost not to exceed $1,700.00. Funding – Local
e) Approve a conference request for Jeannette Slater, Rosemary Conti and a third person to attend the PA Educational Technology Expo and Conference in Hershey from February 21 – 22, 2012 at a cost not to exceed $2,000.00 for 2 individuals. Funding – STEM Grant; and 1 person Local Funded at a cost not to exceed $550.00.
f) Approve a conference request for Mario Fontanazza to attend the PACTA Winter Symposium from February 21 – 22, 2012 in Hershey at a cost not to exceed $850.00. Funding – Local

**Roll Call:** Ayes: Patty Feroz, Michael Port, Ronald Lytle, William Deal, John Mehalic, Sue Barthen, Mrs. Woods

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the period 11/8/11 through 12/08/11.

Mr. Adams gave a report on the 2012-2013 proposed budget. He presented a bar graph that indicated the nature of the increases and decreases. He also gave a narrative review with enrollment data to support the bar graph and mentioned that the members would have this information for review and would approve this at the January 2012 meeting.

Under Old Business, Chairman Mehalic asked the members to accept the 2010-2011 audit report submitted by O'Polka & Company as presented.

Mrs. Woods, seconded by Mr. Deal moved to accept the 2010-2011 audit report submitted by O'Polka & Company as presented.

**Roll Call:** Ayes: Patty Feroz, Michael Port, Ronald Lytle, William Deal, John Mehalic, Sue Barthen, Mrs. Woods

Nayes: None, motion carried.

Mrs. Woods, seconded by Mr. Deal moved to combine item a and b under new business as one action item:

a) Approve Judy Karg as CNA clinical proctor for the remainder of the 2011-2012 school year pending clearances at a rate of $135 per day.
b) Approve the equipment item presented for disposal.

**Roll Call:** Ayes: Patty Feroz, Michael Port, Ronald Lytle, William Deal, John Mehalic, Sue Barthen, Mrs. Woods

Nayes: None, motion carried.

Upon motion by Mr. Port, seconded by Mrs. Woods, the meeting adjourned at seven fifty-six (7:56) p.m.

Recorded by



Patrick M. Adams
Secretary, Joint Committee