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

MINUTES

May 4, 2026

The regular meeting of the Venango Technology Center Joint Committee was held this evening in the Cafeteria of the Venango Technology Center, 1 Vo-Tech Drive, Oil City, PA 16301. Mrs. Neely called the meeting to order at seven o'clock (7:00) p.m.

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

Mrs. Neely asked the members to stand for the Pledge of Allegiance.

Roll Call: Present: Mark Marterella, Ben Carbaugh, Dennis Baker, Cheryl Ferry (Zoom), Lynn Cressman (Zoom), Monica Chatham (Zoom), Cindy Swendsen (Zoom), Justin McFall, Shari Neely

Absent: Troy Johnston

Also Present: Dr. Lynda Weller, Mr. Bob Moore

Mrs. Neely stated the Joint Committee members had received copies of the Minutes of the April 6, 2026 meeting.

Mr. Marterella, seconded by Mr. McFall, moved to approve the Minutes of the April 6, 2026 meeting as submitted.

Roll Call: Ayes: Mark Marterella, Ben Carbaugh, Dennis Baker, Cheryl Ferry, Lynn Cressman, Monica Chatham, Cindy Swendsen, Justin McFall, Shari Neely

Nayes: None, motion carried.

The Treasurer and Secretary's Report as of 5/4/26 was submitted for information.

Mr. Carbaugh, seconded by Mr. McFall, moved to accept the Treasurer and Secretary's Report as of 5/4/26.

Roll Call: Ayes: Mark Marterella, Ben Carbaugh, Dennis Baker, Cheryl Ferry, Lynn Cressman, Monica Chatham, Cindy Swendsen, Justin McFall, Shari Neely

Nayes: None, motion carried.

A list of bills from 4/7/26 – 5/4/26 in the amount of $395,730.59 was presented for approval.

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

Roll Call: Ayes: Mark Marterella, Ben Carbaugh, Dennis Baker, Cheryl Ferry, Lynn Cressman, Monica Chatham, Cindy Swendsen, Justin McFall, Shari Neely

Nayes: None, motion carried.

Under Communications, Mr. Moore discussed the Professional Advisory Committee.

The Enrollment Report as of 5/4/26 was submitted.

Action Item 8. a) i., Mrs. Neely nominated Mark Marterella as Treasurer of the Board for a term of 7/1/26 – 6/30/27, seconded by Mr. Carbaugh.

Roll Call: Ayes: Ben Carbaugh, Dennis Baker, Cheryl Ferry, Lynn Cressman, Monica Chatham, Cindy Swendsen, Justin McFall, Shari Neely

Abstention: Mark Marterella

Nayes: None, motion carried.

Each Action Item was read aloud to give an opportunity for discussion. Key points were:

v. Dr. Weller asked if the substitute instructor rate was changing for 26-27. Mr. Moore stated that the rate is unchanged from 25-26.

vi. Mrs. Neely asked if the administrative substitute rate changed. Ms. Sharp confirmed that all stipends presented as action items were unchanged for 26-27.

vii. Dr. Weller pointed out the difference between the administrative substitute stipend and the administrative substitute rate. The stipend of $100 is for an existing VTC employee covering in the director's absence and the rate of $200 is given to someone who comes in to cover who is not a current employee of VTC.

viii. Dr. Weller asked about the summer per diem days and if there was a provision in the CBA that covers this. Mr. Moore explained that these days are given to the Coop Coordinator, Special Populations Coordinator, and Coordinator of Student Services for the days that they work in addition to their regularly contracted days and that this is covered under the CBA.

x. Mr. Marterella asked which areas of the floor would be ground with this bid. Mr. Moore said that the north hallways would be addressed in this phase.

xi. Dr. Weller wondered if VTC had received any feedback regarding students who are traveling staying 4 to a hotel room instead of 2 to a room. Mr. Moore stated that nothing has been brought to his attention regarding these travel arrangements to date.

xiii. Mr. Marterella asked if we had any student applicants and how many. Mr. Moore said that there were 4 applicants and that a final decision had been made by the Maintenance Supervisor and details were being finalized between Mr. Crate and the student.

Mr. Marterella, seconded by Mr. Carbaugh, moved to approve action Item 8. a) ii. – xv. in one motion, as follows:

ii. Approve additions to Occupational Advisory Committees.
iii. Approve contract with CCL Technologies for network consultation for the 2026-2027 school year.
iv. Approve contract for financial software application modules and student accounting modules from the CSIU software packages for the 2026-2027 school year.
v. Approve the substitute instructor rate to $125.00 per day for 2026-2027.

vi. Approve administrative substitute rate to $200.00 per day for 2026-2027.
vii. Approve administrative substitute stipend to $100.00 per day for 2026-2027.
viii. Approve summer per diem requests.

ix. Approve successful bid for parking lot sealing from Champion Sealcoating at a cost not to exceed $24,900.00.
x. Approve successful bid for floor grinding from Marra Brothers Contracting at a cost not to exceed $83,537.00.
xi. Approve Mark Baughman and one additional chaperone and 4 students to attend the national SkillsUSA competition in Atlanta June 1 - 5, 2026, at a cost not to exceed $15,000.00. – Funding – Perkins
xii. Approve addition to the substitute instructor list.
xiii. Approve Coop student as summer maintenance helper.
xiv. Approve Travis Crate and one student to attend Project MFG in San Diego, CA May 6 - 8, 2026, at no cost to VTC. Funding – Grant from DOD
xv. Approve Bob Moore to attend the PACTA Leadership Conference in State College July 28-30, 2026 at a cost not to exceed $1,200.00. Funding - Local

Roll Call: Ayes: Mark Marterella, Ben Carbaugh, Dennis Baker, Cheryl Ferry, Lynn Cressman, Monica Chatham, Cindy Swendsen, Justin McFall, Shari Neely

Nayes: None, motion carried.

Mrs. Neely asked if there was any old business.

None was noted.

Mrs. Neely asked if there was any new business.

Upon motion by Mr. Carbaugh, seconded by Mr. Marterella, the meeting adjourned at sixteen minutes past seven (7:16) p.m.

Recorded by

Melissa Sharp

Melissa Sharp
Secretary, Joint Committee