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

MINUTES

June 1, 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: Justin McFall, Ben Carbaugh, Dennis Baker, Lynn Cressman, Monica Chatham (Zoom), Shari Neely

Absent: Mark Marterella, Troy Johnston, Alesha Hartsfield, Cindy Swendsen

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

Mrs. Neely stated the Joint Committee members had received copies of the Minutes of the May 4, 2026 meeting. She asked if there were any additions, corrections or deletions.

Mr. Carbaugh, seconded by Mr. McFall, moved to approve the Minutes of the May 4, 2026 meeting as submitted.

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

Nayes: None, motion carried.

The Treasurer and Secretary's Report as of 6/1/26 were submitted for information.

Mr. Carbaugh, seconded by Mr. McFall, moved to accept the Treasurer and Secretary's Report as of 6/1/26 as submitted.

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

Nayes: None, motion carried.

A list of bills from 5/5/26 – 6/1/26 in the amount of $885,044.88 was presented for approval.

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

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

Nayes: None, motion carried.

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

Mrs. Cressman pointed out that the student enrollment is higher than in previous years. This is due to higher quota numbers overall and the increase in quality students attending VTC.

Mr. Carbaugh commented on the number of cooperative education placements this year. This is also due to higher numbers overall leading to higher number of coop positions. Mr. Moore also noted that VTC has maintained good relationships with the employers, so they continue to reach out for student workers.

Mr. Moore relayed that with the prospective cell phone policy under development for next school year, that each individual shop would manage its students' cell phones.

The Monthly Enrollment Report as of 6/1/26 was submitted.

At 7:09 p.m. an executive session for School Safety & Security was called.

The meeting was reconvened at 7:16 p.m.

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

iii. Mr. Moore explained that there were four candidates for the full-time maintenance position and only one was interviewed. We opted not to hire at that time. To help keep up with summer projects and groundskeeping, a second coop student was hired.

iv. This clause will be removed from the agenda moving forward as it has already been board approved with the approval of Mr. Moore's contract.

vi. Mr. Moore and Ms. Sharp explained that asbestos removal is completed in sections annually. The remaining asbestos is located around pipes in the ceiling and is not found anywhere students could be exposed.

vii. Mrs. Cressman asked if this price is per trip and it was clarified that it is a flat annual fee. She conceded that this was a very reasonable price for this service.

viii. Dr. Weller asked for clarification on the hiring for unanticipated vacancies throughout the summer and it is for support staff, not instructional.

ix. Mr. Moore noted that this was requested retroactively because notice was not received until 10 days before the dates of training and this training is mandatory and the only session to be offered.

Mrs. Neely requested approval of the action items as presented: Item 8. a) i. – x. in one motion.

Mrs. Cressman, seconded by Mr. Carbaugh, moved to approve action Item 8. a) i. – x. in one motion as follows:

i. Approve additions to Occupational Advisory Committees.
ii. Approve Budget Transfers for 2025-2026.
iii. Approve Gage Attleberger as second coop summer maintenance helper.
iv. Approve Director raise for 2026-2027 as per contract.
v. Approve 2026-2027 depositories – Citizen's Bank, Northwest Bank, Pennsylvania Local Government Investment Trust (PLGIT).
vi. Approve contract with Aegis for asbestos removal for a cost not to exceed $4,995.00.
vii. Approve contract with Community Ambulance Service for the 2026-2027 school year in the amount of $300.00.
viii. Approve advertising and hiring for any unanticipated positions that would become available over the summer and retroactively approve the individual(s) at the August 2026 meeting.
ix. Approve retroactively Jamie Dailey to attend the New Teacher Orientation for Penn College Dual Enrollment Educators in Williamsport, PA on May 26-27, 2026, at a cost not to exceed $300.00. Funding – Local.
x. Approve Board Policy changes as presented.

Mrs. Neely asked if there was any old business.

None was noted.

Under New Business, Mrs. Neely asked to adopt the following resolution:

> Business Manager be authorized to remit routine expenditures and make necessary budget transfers during June and July 2026 to close budget accounts and bring all expenditures to the Joint Committee at their next regular meeting for ratification and cancelling the July 2026 regular meeting.

Mr. Carbaugh, seconded by Mr. McFall, moved to approve the resolution as presented.

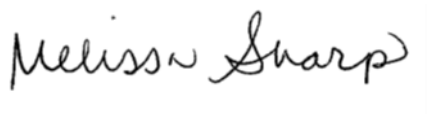
Roll Call: Ayes: Justin McFall, Ben Carbaugh, Dennis Baker, Lynn Cressman, Monica Chatham, Shari Neely

Nayes: None, motion carried.

Also under New Business, Mr. Moore noted that the letter from Travis Crate regarding the Project MFG stipend had been withdrawn due to a successful resolution from the PAC Committee.

Upon motion by Mr. Baker, seconded by Mr. McFall, the meeting adjourned at twenty-seven minutes past seven (7:27) p.m.

Recorded by



Melissa Sharp
Secretary, Joint Committee