

**VENANGO TECHNOLOGY CENTER**  
**1 Vo-Tech Drive**  
**Oil City, Pennsylvania 16301**  
**AGENDA**  
**June 4, 2018**

**TO:** Venango Technology Center Joint Committee

**FROM:** Patrick M. Adams, Secretary

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1. Moment of Silence
2. Pledge of allegiance
3. Roll Call
4. Approval of the Minutes of the May 7, 2018, Meeting
5. Treasurer's and Secretary's Report as of 6/4/18 and Special Account Report as of 6/4/18
6. Payment of Bills:
  - a) List of bills, enclosed
7. Communications:
  - a) Minutes of the Professional Advisory Committee Meeting – 5/31/18
  - b) Calendar of Events – June
  - c) Monthly Enrollment Reports
8. Administrator's Report:
  - a) Action:
    - i. Approve textbook for Protective Services – The Correctional Officer, a Practical Guide, 3<sup>rd</sup> Edition by Gary F. Cornelius
    - ii. Approve Pat Adams, Sarah Campbell, Robert Nurss and Carol Miller to attend the PACTA fall workshop in State College, PA on September 20 – 21, 2018 at a cost not to exceed \$1,500.00. Funding – Local.
    - iii. Approve Robert Moore to attend the PACTA Cooperative Education Conference in State College, PA October 16<sup>th</sup> - 17<sup>th</sup>, 2018 at a cost not to exceed \$650.00. Funding – Local.
    - iv. Approve administrative raises based on evaluations.
    - v. Approve Bus contracts for 2018-2019 as presented.
    - vi. Approve 2018-2019 contract with CCL Technologies as presented.
    - vii. Approve contract with Pitney Bowes for postage meter renewal.
    - viii. Approve CSIU contract for the 2018-2019 school year.
    - ix. Approve Linda Lander as summer maintenance helper for 11 weeks at \$9.00 per hour.
    - x. Approve former student Darren Smart as maintenance worker for 4, 7 hour days for 10 weeks at \$7.25 per hour.
    - xi. Approve the Contract with Community Ambulance for the 2018-2019 School Year in the amount of \$300.00
    - xii. Approve program closings for Cosmetology and Marketing effective the end of the 2017-2018 school year.
    - xiii. Approve additions to the Advisory committees.
    - xiv. Approve list of equipment for disposal.
    - xv. Adopt resolution for the Director to electronically sign contracts with the PA department of Education.
    - xvi. Depositories 2018-2019 – PNC Bank, Citizens Bank and Pennsylvania Local Government Investment Trust (PLGIT)
  - b) Report: Director's Review of Activities.
9. Old Business:
10. New Business:
  - a) Adopt Resolution: Business Manager be authorized to remit routine expenditures and make necessary budget transfers during June and July 2018 to close budget accounts and bring all expenditures to the Joint Committee at their next regular meeting for ratification and cancelling the July 2018 regular meeting.