

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

**AGENDA**

**March 4, 2013**

**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 February 4, 2013 meeting
5. Treasurer and Secretary's Report as of 3/04/13
  - a) Special Account Report as of 3/04/13
6. Payment of Bills:
  - a) List of bills enclosed
7. Communications:
  - a) Minutes of the Professional Advisory Committee Meeting – 3/1/13
  - b) Calendar of Events - March
  - c) Monthly Enrollment Reports

Executive Session for personnel matters

8. Administrator's Report:
  - a) Action: Permission for Cindy Cornelius to attend Pennsylvania Association of Practical Nursing Administrators (PAPNA) Conference in Lewisburg, PA on May 8 – 10, 2013 at a cost not to exceed \$650.00 – Funding – Practical Nursing
  - b) Action: Approve extension of unpaid leave of absence for Curtis Chase pending change in military status
  - c) Action: Approve lease renewal of postage meter with Pitney Bowes
  - d) Action: Approve additions to Occupational Advisory committees
  - e) Action: Approve Class Trip for VTC students to attend the Robobot competition at Meadville High School on March 23, 2013
  - f) Report: Director's Review of Activities 2/5/13 – 3/4/13 – Mr. Fontanazza
  - g) Report: 1st Reading of additions and corrections to Board Policy manual.
9. Old Business:
10. New Business:

**Reminder: If you haven't already, please bring back a completed copy of the Statement of Financial Interest.**