

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

**AGENDA**

**September 2, 2014**

**TO:** Venango Technology Center School Joint Committee

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

---

1. Moment of Silence
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Minutes of the August 4, 2014, Meeting
5. Treasurer's and Secretary's Report as of 9/02/14
6. Payment of Bills:
  - a) List of bills enclosed
  - b) Final Report 2013 - 2014
7. Communications:
  - a) Minutes of the Professional Advisory Committee Meeting – 8/29/14
  - b) Calendar of Events - September
  - c) Enrollment Report
8. Administrator's Report:
  - a) Action:
    - i. Adopt resolution for extension of credit for PNC bank.
    - ii. Recommend approval of the Adult Evening School Schedule for the 2014-2015 school year. (available at the meeting)
    - iii. Approve student and employee handbook for 2014-2015 with no changes.
    - iv. Accept resignation letter of Kasey Palmer, Practical Nursing instructor, effective September 16, 2014.
    - v. Approve advertising for the Practical Nursing opening.
    - vi. Approve Occupational Advisory Committee members for 2014-2015.
    - vii. Approve tuition increase for Practical Nursing for the 2015-2016 school year. This is a 2% and \$200.00 per year increase from 2014-2015 school year to \$10,750.00 annually.
    - viii. Approve request for Cindy Cornelius to attend the PA association of Practical Nursing Administrators conference in Lewisburg on October 9-10, 2014 at a cost not to exceed \$850.00 – Funding Practical Nursing.
    - ix. Approve additions to substitute instructor list for 2014-2015.
  - b) Report: Director's Review of Activities 8/5/14 – 9/2/14
9. Old Business:
10. New Business: