

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

AGENDA

April 4, 2011

TO: Venango Technology Center Joint Committee

FROM: Patrick M. Adams, Secretary

1. Moment of Silence
2. Roll Call
3. Approval of the Minutes of the March 7, 2011 meeting
4. Treasurer and Secretary's Report as of 4/04/11
 - a) Special Account Reports as of 4/04/11
5. List of bills enclosed
6. Communications:
 - a) Minutes of the Professional Advisory Committee Meeting – 3/23/11
 - b) Calendar of Events - April
 - c) Monthly Enrollment Reports
7. Administrator's Report:
 - a) Action: Permission for Cindy Cornelius to attend Pennsylvania Association of Practical Nursing Administrators (PAPNA) Conference in Lewisburg, PA on May 4 – 6, 2011 at a cost not to exceed \$600.00 – Funding – Practical Nursing
 - b) Action: Permission for Carol Miller to attend the Career and Technical Education Adult/Continuing Education Coordinators Spring Workshop in State College, May 12 – 13, 2011 at a cost not to exceed \$550.00 – Funding Adult Education
 - c) Action: Permission for Curtis Chase to attend the Best Practice Healthcare Conference in Harrisburg on April 27 – 28, 2011 at a cost not to exceed \$550.00 – Funding Tech Prep
 - d) Action: Permission for Karen Strawbridge to attend the Association of Vocational Technical Educating in Cosmetology conference in Carlisle on May 2, 2011 at a cost not to exceed \$500.00 – Funding Local
 - e) Action: Approve additions to the Advisory Committees
 - f) Action: Approve contract with One Communications for local and long distance phone service.
 - g) Action: Approve additions to substitute instructor list for 2010 – 2011
 - h) Action: Approve Carpentry 5th addition Leonard Koel by American Technical Publishers and related workbook
 - i) Action: Approve Marketing Essentials by McGrawHill and related workbook
 - j) Action: Approve list of budget transfers for 2010-2011 (available at meeting)
 - k) Report: Distribute changes to School Policy Manual for review
 - l) Report: Director's Review of Activities 3/7/11 – 4/4/11
8. Old Business:
9. New Business: