

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

AGENDA

January 5, 2012

TO: Venango Technology Center 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 December 8, 2011 Meeting
5. Treasurer's and Secretary's Report and the Special Account report as of 01/05/12
6. Payment of Bills:
 - a) List of bills enclosed
7. Communications:
 - a) Minutes of the Professional Advisory Committee Meeting – 1/3/12
 - b) Calendar of Events - January
 - c) Monthly Enrollment Report
8. Administrator's Report:
 - a) Action: Approve Adult Evening School Schedule for Spring 2012
 - b) Action: Approve additions to the substitute instructor list
 - c) Action: Approve additions to PN substitute instructor list
 - d) Action: Accept letter of intent to retire of Clint Sharrar, maintenance supervisor, effective June 29, 2012
 - e) Action: Approve the VTC Budget for the 2012-2013 fiscal year
 - f) Report: Presentation of the tentative 2012-2013 School Calendar
 - g) Report: Director's Review of Activities 12/9/11 – 1/3/12 – Mr. Fontanazza
9. Old Business:
10. New Business: