

Minutes
Pima Vocational High School
Regular Board Meeting
January 16, 2014
Las Artes
23 West 27th Street
Tucson, AZ 85713

Call to order

Albert Garcia called the meeting to order at 8:40 a.m.

Pledge of Allegiance

Board and officers

Present: Mary Fellows, Sharon Christy, Albert Garcia and Jim Mize. A quorum was achieved.

Absent: Thad Dugan

Also present: Gloria Proo-Director, Michele Heimpel-Program Coordinator, and Betty Walsh-Registrar, and Dalila Perez.

Regular Agenda

Approval of Minutes for November 21, 2013 Meeting

A motion was made by Jim Mize and seconded by Sharon Christy to approve the minutes from the November 21, 2013 meeting.

Director's Report

- Gloria provided background information on the two prospective board members, Dalila Perez and Thanh Le. A recommendation was made by Jim Mize to ask PVHS seniors, who will be graduating soon, to attend the PVHS Board meetings on a rotating basis as a student advisor to the board.
- The Pima County PVHS budget has been completed and submitted.
- Gloria's retirement date is February 7, 2014. The position will be posted soon.
- PVHS has been contacted by the Arizona Auditor General's office to begin the school audit for FY 2013.
- Gloria shared pictures from the December 2013 graduation and the students' Christmas Party.

Program Coordinator's Report

- Michele reported on the staff development training held in January which re-visited the school wide goals.
- The Math teacher position has been filled.

Financial Report

- Gloria presented YTD and projected cash flow budget worksheet and Population Report Graph.

Registrar's Report

- Betty provided an YTD graph showing the enrollment, attendance and Average Daily Membership. Nineteen new students were enrolled from the January orientation and eleven students returned to PVHS.

Old Business

Update on Tucson Urban League Partnership

Gloria reported the partnership with TUL is developing well. PVHS will be utilizing three classrooms. The program expansion is expected to take place in about a month.

New Business

Authorization to Procure Consultant Services for State Contract Renewal and Accreditation Renewal

A motion was made by Mary Fellows and seconded by Jim Mize to recommend that the Program Coordinator for Pima Vocational High School, following the Pima County Procurement process and the Administrative Code, procure a consultant to assist with State Charter Board contract renewal, accreditation renewal, preparation for state monitoring visits, and grant writing for PVHS.

Vote: Approved (unanimous)

Presentation of Prospective New Board Members

A motion was made by Jim Mize and seconded by Sharon Christy to recommend the approval of Dalila Perez as a new member of the PVHS Board of Directors. This recommendation will be forwarded to the Pima County Board of Supervisors for final approval.

Vote: Approved (unanimous)

The vote for Thanh Le's appointment has been tabled.

Call to Audience

There was no response to the call.

Adjournment

Albert Garcia adjourned the meeting at 10:04 a.m.

Next Regular Meeting: February 27, 2014

Minutes taken and submitted by Betty Walsh