

**Minutes**  
**Pima Vocational High School**  
**Regular Board Meeting**  
**March 16, 2017**  
**PVHS**  
**175 W. Irvington**  
**Tucson, AZ 85714**

**Roll Call**

**Board Members Present:**

President Albert Garcia  
Vice-President Mary Fellows  
Ms. Dalila Perez  
Ms. Juanita Garcia-Seiger

**Board Members Absent:**

Mr. Ted Hartenstein  
Mr. Jay Slauter

**Also Present:**

Ms. Michele Ray – PVHS Director  
Ms. Leslie Laird– PVHS Program Coordinator  
Ms. Irene Medina – PVHS Registrar  
Students: Joseph Ramirez, April Magallanes,  
Lovetee Sayon, and Carlos Herrera

**Call to Order**

8:36 a.m. by President Garcia, Pledge of Allegiance, Roll Call

**Reports**

1. Director's Report

Ms. Ray stated that the Cradle to Careers Symposium presented by the United Way will be held on March 27, 2017. Pima Vocational High School was selected to present enrollment and attendance data for 2 ½ years.

Ms. Ray reported the outcome of a meeting held between Carmine De Bonis and the Pima County Wastewater staff - Jackson Jenkins, and John Sherlock. The goal is for the Operator training and employment program to continue for our students. Previously, Pima County Wastewater was hesitant to continue training program.

Ms. Ray went over new student interview and orientation process; including importance of documentation and questions asked during interviews.

Ms. Ray read an email from Tracy Allen at Aspire, regarding the financial forecast. Per Tracy, we are in the process of receiving a Title I reimbursement that will increase revenue. Our general fund will be closely monitored due to some additional expenses that will make the bottom line very narrow.

2. Program Coordinator's Report

Ms. Laird reported that Session 5 started on March 6, 2017. There were 21 new students; 11 were assigned to the Ina Campus and 10 were assigned to the Irvington Campus. Total number of students at the Ina Campus is 49 and 61 at the Irvington Campus. The maximum number of students taken at each campus is 65.

Ms. Laird reported that she completed her classroom evaluations and briefly went over process with the Board.

Ms. Laird went over some of the trainings Board training and the difference between the Board's role and the school administration's role. She also reported that in the near future, we would like to hold a training on the legality of a school's board of directors.

3. Financial Report

Ms. Ray contacted Tracy Allen at Aspire, via telephone, and he answered Board questions. Mr. Allen also went into more detail regarding email that was read to Board of Directors, by Ms. Ray.

### **Presentations to Board of Directors**

Four PVHS seniors attended meeting; Joseph Ramirez, April Magallanes, Lovetee Sayon, and Carlos Herrera. All four students are in placement with PVHS. Each student gave a brief presentation to Board including; last school attended, how many credits they started with, when they are graduating, and what was not working at previous school.

### **Considerations for Approval**

1. Meeting Minutes for February 16, 2017.  
Vice President Fellows proposed a motion to approve the minutes for February 16, 2017. Board member Garcia-Seiger seconded the motion. The motion passed unanimously.
2. Approval of Principal Evaluations for Ms. Ray and Ms. Laird.  
After discussion by Board members, Vice President Fellows proposed a motion to pass the evaluations, with a revision to the numbers and rating system. Board member Garcia-Seiger seconded the motion. The motion passed unanimously.

### **Call to the Audience**

There was no response to the call to the audience

### **Adjournment**

President Garcia adjourned the meeting at 9:51 a.m.

### **Next meeting**

April 20, 2017

Minutes taken and submitted by Ms. Medina