

**Minutes
Pima Vocational High School
Regular Board Meeting
November 16, 2017
Las Artes
23 W. 27th St.
Tucson, AZ 85713**

Roll Call

Board Members Present:

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

Board Members Absent:

Board Member Ted Hartenstein
Board Member Jay Slauter

Also Present:

Ms. Michele Ray – Program Director
Ms. Leslie Lynch – Program Coordinator
Ms. Irene Medina - Registrar

Call to Order

8:40 a.m. by Vice President Fellows, Pledge of Allegiance, Roll Call

Reports

1. Director's Report

Ms. Ray gave an update regarding the safety meeting held with WIC Management Staff to resolve issues with the current (shared) on-site security guard. The security guard's interaction with both PVHS and WIC staff was inappropriate and proper "chain of command" regarding threats received at PVHS was not followed. As a result, a new security guard was placed in November 2017.

Ms. Ray reported that Youth on Their Own (YOTO) delivered hand knitted caps and food boxes for all students receiving their services.

Ms. Ray also reported that PVHS has leased 35 new laptops, to be divided between the Ina and Irvington campuses, 30 to Ina and 5 to Irvington (to be added to Irvington's current laptop inventory).

Ms. Ray reported that PVHS would be working with Frank Larby, regarding Title I data and AZ Merit test scores.

Lastly, Ms. Ray reported PVHS received approval to hire a Data Analyst to assist with compiling and reporting data.

2. Program Coordinator's Report

Ms. Lynch informed the Board of graduation activities and passed out a Senior Calendar of Events for November and December. She passed out the sign-up sheet for Board Members to attend student Portfolio Presentations. Ms. Lynch also reported that the format for Portfolio Presentations has changed to a PowerPoint Presentation and slideshow.

Ms. Lynch reported that students attended an orientation and tour for an electrical apprenticeship. The apprenticeship is paid (\$13.00 - \$22.00) and will last 5 years. Ms. Lynch also reported that PVHS Board Member Hillary Rosander and the Junior League of Az gave an interviewing workshop to PVHS Seniors.

Lastly, Ms. Lynch gave a brief presentation about AZ Merit testing. She reviewed and interpreted PVHS Algebra 2 test scores and data.

3. Registrar' Report

Ms. Medina provided a graph of the year-to-date enrollment, attendance, and ADM numbers for October 2017.

4. Financial Report

Mr. Valora from Aspire was not available to answer questions about the Financial Report. However, he requested that any questions and/or concerns be sent to either him or Ms. Ray, via email.

Considerations for Approval

1. Meeting Minutes for September 15, 2017
Vice President Fellows proposed a motion to approve the second of revision the minutes for the September 15, 2017 Board Meeting. The revision included the corrected typographical error regarding the change to the Site Fund Policy (exact verbiage given to Ms. Medina at the October 16, 2017 Board Meeting). Board Member Perez seconded the motion, the motion passed unanimously.
2. Meeting Minutes for October 19, 2017
Vice President Fellows proposed a motion to approve the Board Minutes for the October 19, 2017 meeting, as written. Board Member Garcia-Seiger seconded the motion. The motion passed unanimously.
1. Ms. Ray gave a description of the Rationale for a Request for Proposal (RFP) for Financial/Accounting Services, SPED/Psychological, Substitute Teaching, and Academic and Program Development. After some discussion, Vice President Fellows proposed a motion to approve the Rationale for an RFP, with the addition (to the description) to read as follows, "*this expertise does not exist in-house,*" to justify why we contract out for these services. 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 10:02 a.m.

Next meeting

January 18, 2018

Minutes taken and submitted by Ms. Medina