

**Board Meeting Minutes  
Pima Vocational High School (PVHS)  
Regular Board Meeting  
February 14, 2019  
PVHS Ina Campus  
5025 W. Ina Rd.  
Tucson, AZ 85743**

**Roll Call**

**Board Members Present:**

President - Albert Garcia  
Vice President - Mary Fellows  
Board Member – Hillary Rosander  
Board Member – Dalila Perez  
Board Member – Juanita Garcia-Seiger (via telephone)

**Board Members Absent:**

Board Member – Jay Slauter

**Also Present:**

Ms. Michele Ray - Director  
Ms. Leslie Lynch – Program Coordinator  
Ms. Irene Medina - Registrar  
Ms. Vanessa Mendoza – Data Specialist  
Mr. Ted Hartenstein – Public Body

**Call to Order**

8:44 a.m. by President Garcia, Pledge of Allegiance, Roll Call

**Reports**

1. Director's Report

Ms. Ray reported that the annual audit was completed and PVHS is just waiting to hear back from the Auditor General's (AG) office. There was some discussion regarding PVHS' returning student process and the AG's office would be back in contact to follow up and/or finalize. She also reported that the Pima County internal audit began on 2/6/19 and should take approximately six weeks.

Ms. Ray reported that PVHS is in the process of applying for the TSI Grant, due to the high population of economically disadvantaged students

Lastly, Ms. Ray also gave a brief report on staffing changes at PVHS for the 2019-20 school year.

2. Program Director, Data Specialist and Registrar reports all tabled until March 21, 2019 meeting.

3. Financial Report

Anne Ortiz from Aspire was available and presented the PVHS financial package to the Board. There was some fluctuation due to changes in ADM. However, Ms. Ortiz reported PVHS' overall financial picture and unrestricted cash as healthy. There was some discussion and Ms. Ortiz answered Board Member questions regarding the PVHS financial package and forecast.

**Considerations for Approval**

1. Meeting Minutes for January 17, 2019

Vice President Fellows proposed a motion to approve the Minutes for January 17, 2019, as written. Board Member Garcia-Seiger seconded the motion. The motion passed unanimously.

2. PVHS Board of Directors Governance

Vice President Fellows proposed a motion to approve the PVHS Board of Directors Governance, with changes in verbiage to section 8 of the Officers portion of the PVHS governance. Board Member Rosander seconded the motion. The motion passed unanimously.

3. Rationale for RFP's

Vice President Fellows proposed a motion to approve the Rationale for RFP's, as written. Board Member Perez seconded the motion. The motion passed unanimously.

4. **Education and Career Action Plan (ECAP)**

Vice President Fellows proposed a motion to approve the ECAP for 2018-19, as written. Board Member Perez seconded the motion. The motion passed unanimously.

**Call to the Audience**

Mr. Ted Hartenstein responded during the call to the audience. He recommended reaching out to newly elected Arizona Representative, Andres Cano, to possibly come out and speak to PVHS students.

**Adjournment**

President Garcia adjourned the meeting at 9:50 a.m.

**Next meeting**

March 21, 2019

Minutes taken and submitted by Ms. Medina