

**Board Meeting Minutes
Pima Vocational High School (PVHS)
Regular Board Meeting
April 25, 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 – Jay Slauter
Board Member – Dalila Perez
Board Member – Hillary Rosander

Board Members Absent:

Board Member – Juanita Garcia-Seiger

Also Present:

Ms. Michele Ray - Director
Ms. Leslie Lynch – Program Coordinator
Ms. Irene Medina - Registrar
Ms. Vanessa Mendoza – Data Specialist
Ms. Anne Ortiz - Aspire

Call to Order

8:34 a.m. by President Garcia, Pledge of Allegiance, Roll Call

Reports

1. Director's Report

Ms. Ray took a few minutes to acknowledge support staff for Admin Professional's Day. She also presented the JL Legacy Community Partnership Award that PVHS received at the Junior League Celebration on March 31, 2019. Ms. Ray and Ms. Medina attended for the event. Ms. Ray accepted the award.

Ms. Ray reported that there were two audit exceptions found during the 2017-18 audit, both with respect to returning students. However, PVHS has since implemented a new returning student policy, which has been in place since March.

Ms. Ray reported that two PVHS students have been selected for a summer internship, courtesy of the TEALS program. The internship is for 750 hours. She also reported that currently, PVHS has four students in placement.

Ms. Ray also reported that the Alternative School Application, submitted in January, was approved. Data for this application is based on the October 1st count. There was some discussion regarding AzMerit Testing, the College and Career Readiness Indicator, grad rates and letter grades for schools (traditional vs. alternative).

Lastly, Ms. Ray reported that PVHS is in the process of writing the Integrated Action Plan (IAP) for 2019-20. The goal of the IAP is to increase and integrate workplace relevance in the classrooms and in lesson plans. She also gave a brief update of other plans for the 2019-20 school year. Which include, the revision of the Social Studies curriculum and hiring an outside trainer to assist teachers with increasing rigor and relationship building with students.

2. Program Coordinator' Report

Ms. Lynch reported that PVHS was holding a Curriculum Review Meeting for ELA and Math. She gave a brief description of the purpose of the meeting and shared the list of attendees with the PVHS Board.

Ms. Lynch reviewed the calendar of upcoming senior events and Portfolio Presentations for May and June. Lastly, Ms. Lynch reported that end of the year evaluations for all teachers are in May.

3. Financial Report

Ms. Ortiz from Aspire presented the Revised Budget for 2018-19 to the Board. Ms. Ortiz reported that the final ADM was lower than what was budgeted, final ADM was 97.336 and budget was based on an ADM of 100, which prompted a revision. However, Ms. Ortiz reported that, overall, it is still a healthy budget.

Ms. Ortiz reported the remaining financial package for March. There is some fluctuation in expenses, with respect to support services. The fluctuation appears to be seasonal and trend with the time of the year, because March is a three-payroll month. Ms. Ortiz also reported that with the approval of the Revised Budget the May financial package would reflect adjustments. She gave other updates regarding restricted/unrestricted cash, grants and the Facilities Management task order report.

Registrar's Report

4. Ms. Medina provided a graph of the year-to-date enrollment, attendance, and ADM numbers through March 31, 2019.

Data Specialist's Report

5. Ms. Mendoza gave an update on AzMerit Testing, which closes on April 22, 2019. Ms. Mendoza also gave a description of the PVHS bottom 25 percent in ELA and Math. She reported that the bottom 25 percent had been sent out for to all PVHS staff.

Considerations for Approval

1. Meeting Minutes for March 21, 2019
Vice President Fellows proposed a motion to approve the Minutes for February 14, 2019, as written. Board Member Perez seconded the motion. President Garcia voted aye. Board members Slauter and Rosander each voted aye. The motion passed unanimously.
2. Revised Budget for SY 2018-19
After some discussion by board members, Vice President Fellows proposed a motion to approve the Revised Budget for SY 2018-19, as written. Board Member Slauter seconded the motion. President Garcia voted aye. Board Members Perez and Rosander each voted aye. The motion passed unanimously.
3. Corrective Action Plan for SY 2017-18
Board Member Rosander proposed a motion to approve the Corrective Action Plan for SY 2017-18, as written. Vice President Fellows seconded the motion. President Garcia voted aye. Board Members Perez and Slauter each voted aye. The motion passed unanimously.

Call to the Audience

Melissa Gordon and Jason Rios, from Family Involvement Center were present during the call to the audience. As employees, they each gave a description of the agency and their involvement and duties.

Adjournment

President Garcia adjourned the meeting at 10:22 a.m.

Next meeting

May 16, 2019

Minutes taken and submitted by Ms. Medina