

Minutes
Pima Vocational High School (PVHS)
Monthly Board Meeting
February 13, 2020
PVHS Ina Campus
5025 W. Ina Rd.
Tucson, AZ 85743

Board Members Present:

President – Albert Garcia
Vice President – Mary Fellows
Board Member – Dalila Perez
Board Member – Juanita Garcia-Seiger
Board Member – Donna Ruthruff
Board Member – Jay Slauter

Board Members Absent:

Also Present:

Ms. Michele Ray - Director
Ms. Leslie Lynch – Program Coordinator
Ms. Irene Medina - Registrar
Ms. Vanessa Mendoza – Data Specialist
Ms. Anne Ortiz – Aspire (via telephone)
Ms. Vanessa Garcia, PVHS Teacher

Call to Order

8:29 a.m. by President Garcia, Pledge of Allegiance, Roll Call

Reports

1. Director's Report

Ms. Ray reported that five students have begun their placements at Pima County Wastewater, in different departments.

Ms. Ray also reported that Facilities Management would begin paving the parking lot at PVHS-Ina in March. Paving will be at no cost to PVHS.

Ms. Ray reported that PVHS' accreditation will be postponed four years due to new standards by Cognia. The annual PVHS audit began on February 10, 2020. Charter site visit by Arizona State Board for Charter Schools will take place sometime between the dates of February 18, 2020 through February 28, 2020. The site visit is random and the exact date has not been given as of yet.

Lastly, Ms. Ray reported personnel changes. The vacant Data Specialist position and the current Admin Specialist Senior position will be changed to Education Services Coordinator positions.

2. Program Coordinator's Report

Ms. Lynch reported that she is working on teacher mid-year evaluations.

Lastly, she gave a brief report on the February Staff Development and completion of Comprehensive Needs Assessment (CNA).

3. Financial Report

Ms. Ortiz from Aspire reported that the task order from Facilities Management is showing some improvement. Ms. Ray continues to work closely with Facilities Management to ensure that the service requests charges are removed and historical edits for payroll are reversed.

She also reported that the fiscal 2021 approval of grants due from March 1, 2020 through May 1, 2020. Ms. Ortiz reported that the CSI and Title I grants will be revised to accomplish better use of restrictive funds.

Lastly, Ms. Ortiz reported on the PVHS financials. She reported that revenues and expenses are on track. Cash is good. Ms. Ortiz also reported that PVHS met the budgeted ADM of 100 students.

4. Registrar's Report

Ms. Medina provided a graph of the year-to-date enrollment, attendance and ADM through January 31, 2020.

Data Specialist's Report

5. Ms. Mendoza reported that she would assist as much as possible during her transition to Procurement.

Presentations to the Board

1. PVHS teacher, Vanessa Garcia gave a brief presentation on Pima Community College Day, which took place on February 1, 2020.

Considerations for Approval

1. Meeting Minutes for January 16, 2020
Vice President Fellows proposed a motion to approve the Minutes for January 16, 2020, as written. Board member Garcia-Seiger seconded the motion. President Garcia and board members Ruthruff, Perez, and Slauter each voted aye. The motion passed unanimously.
2. Approval of Pima County Education and Career Action Plan (ECAP)
Vice President Fellows proposed a motion to approve the Pima County ECAP, as written. Board member Slauter seconded the motion. President Garcia and board members Perez, Slauter, and Ruthruff each voted aye. The motion passed unanimously.

Call to the Audience

There was no response to the call to the audience.

Adjournment

President Garcia at 10:13 a.m.

Next meeting

March 19, 2020

Minutes taken and submitted by Ms. Medina