

Minutes
Pima Vocational High School (PVHS)
Monthly Board Meeting
March 19, 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 due to the COVID-19 health crisis, all schools were ordered to close until March 27, 2020. Teachers have already reached out to students and given them an instructional plan, based on access and ability. Students are using PLATO and paper packets to continue with their coursework.

Ms. Ray also reported that the Description of Needs (DON) was approved for the Ina campus, \$97,000.00 was approved for this year and \$63,000.00 for next year.

Ms. Ray reported that Charter School site visit was completed and all items included in the report have been corrected and sent back to Shannon Black.

Lastly, Ms. Ray that the Auditor General's audit was due on March 31, 2020. There was an item regarding proof of address for a student, which was already corrected at the end of the 18-19 school year.

2. Program Coordinator's Report

Ms. Lynch reported that the March staff development was dedicated to evidence gathering for PVHS' Integrated Action Plan (IAP).

Ms. Lynch also reported on student benchmark results and data, broken down by grade and subgroups categories.

3. Financial Report

Ms. Ortiz from Aspire reported that the task order from Facilities shows that most of the incorrect charges to Irvington have been cleared out.

Lastly, Ms. Ortiz reported on the PVHS financials. She reported that revenues and expenses are on track. Cash flow is good. She stated that unrestricted cash was down due to February payments being low.

4. Registrar's Report

Ms. Medina provided a graph of the year-to-date enrollment, attendance and ADM through February 29, 2020.

Considerations for Approval

1. Meeting Minutes for February 13, 2020
Vice President Fellows proposed a motion to approve the Minutes for February 13, 2020, as written. Board member Slauter seconded the motion. President Garcia and board members Ruthruff, Perez, and Garcia-Seiger each voted aye. The motion passed unanimously.
2. Approval of PVHS SY 2020-2021 School Calendar
Vice President Fellows proposed a motion to approve the Approval of PVHS SY 2020-2021 School Calendar, 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 9:51 a.m.

Next meeting

April 16, 2020

Minutes taken and submitted by Ms. Medina

Due to the current COVID-19 health crisis, this meeting was via Skype.