

Minutes
Pima Vocational High School (PVHS)
Monthly Board Meeting
April 16, 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. Anne Ortiz - Aspire

Call to Order

8:32 a.m. by President Garcia, Pledge of Allegiance, Roll Call

Reports

1. Director's Report

Ms. Ray gave an update on the COVID-19 health crisis and school closure. Teachers are continuing outreach to students and following their instructional plan, based on access and ability. Students are using PLATO and paper packets to continue with their coursework.

Ms. Ray also reported senior advisors and admin staff have created the graduation requirements of online courses and other requirements that must be completed prior to graduation.

Ms. Ray reported that the Auditor General's Corrective Action Plan for SY 18-19 has been completed. There was one exception that had already been previously corrected with last year's Corrective Action Plan for SY 17-18.

2. Program Coordinator's Report

Ms. Lynch also reported on PVHS staff response and reporting to the school closure. She also gave a brief explanation of the graduation requirements for seniors.

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, with the exception of one bathroom repair for the Irvington campus.

Lastly, Ms. Ortiz reported on the PVHS financials. She reported that revenues and expenses are on track. Most expenses are well under and State Equalization is good, due to higher enrollment.

4. Registrar's Report

Ms. Medina provided a graph of the year-to-date enrollment, attendance and ADM through March 13, 2020.

Considerations for Approval

1. Meeting Minutes for March 19, 2020

Vice President Fellows proposed a motion to approve the Minutes for March 19, 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 the Corrective Action Plan for SY 18-19
Vice President Fellows proposed a motion to approve the Approval of the Corrective Action Plan for SY 18-19, as written. Board member Ruthruff seconded the motion. President Garcia and board members Perez, Slauter, and Garcia-Seiger each voted aye. The motion passed unanimously.
3. Approval of Graduation Requirements for June 2020
Vice President Fellows proposed a motion to approve the Graduation Requirements for June 2020, as written. Board member Garcia-Seiger seconded the motion. President Garcia and board members Perez, Slauter, and Ruthruff each voted aye. The motion passed unanimously.
4. Approval of the Conflict of Interest Procedure
Vice President Fellows proposed a motion to approve the Conflict of Interest Procedure, 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.

Call to the Audience

There was no response to the call to the audience.

Adjournment

President Garcia at 9:50 a.m.

Next meeting

May 21, 2020

Minutes taken and submitted by Ms. Medina

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