

**Minutes**  
**Pima Vocational High School (PVHS)**  
**Monthly Board Meeting**  
**October 14, 2021**

**Roll Call**

**Board Members Present:**

President – Albert Garcia  
(via telephone)  
Vice President – Mary Fellows  
Board Member – Dalila Perez  
Board Member – Donna Ruthruff

**Board Members Absent:**

Board Member – Juanita Garcia-Seiger

**Also Present:**

Ms. Klara Everson – Program Coordinator  
Ms. Anne Ortiz - Aspire  
Ms. Kayla Walker – Data Specialist  
(via Google Meets)  
Ms. Irene Moreno - Registrar  
Dr. Michael Olguin, Director  
Tucson Youth Development

**Call to Order**

8:36 a.m. by Vice President Fellows, Pledge of Allegiance, Roll Call

**Reports**

1. Program Coordinator's Report

Ms. Everson presented the PVHS Performance Pay Policy for SY 21-22, which highlighted all the changes made to the policy. She explained that all teachers are now eligible for the incentive. In the past, newly hired teachers were not eligible to receive the Performance Pay incentive.

Ms. Everson also reported on staff changes at PVHS. She stated that a new English teacher was hired for the Irvington campus. She also stated that the math teacher at the Irvington campus resigned his position, his last day is October 15, 2021.

Lastly, Ms. Everson reported that PVHS has an opportunity to apply for the Comprehensive Support and Improvement (CSI) Low Graduation Rate Grant. The purpose of this grant is to assist schools with boosting their graduation rate. PVHS is hoping to hire a Youth Specialist/Graduation Coach, with a focus on cohort monitoring and preparing students for graduation within their cohort or a 5-year goal.

2. Financial Reports

Ms. Ortiz reported that the September financial reports were not ready, due to the short turnaround between meetings. She also stated that we will review financial reports for September and October at the November board meeting.

Ms. Ortiz presented the PVHS Annual Financial Report (AFR) for SY 20-21, along with several new reports generated with it, which are required for all charters schools and districts. She mentioned that she and admin staff met with Pima County Grants Management and Innovation (GMI) and gave an overview of revenues and expenses, with respect to the AFR.

3. Registrar's Report

Ms. Moreno provided a graph of the year-to-date enrollment and attendance through September 2021.

4. Data Specialist's Report

Ms. Walker gave a COVID-19 benchmark update. She reported that the Arizona Department of Health Services (ADHS) reports show that the transmission level is back to "high." She also stated that PVHS students and staff are still wearing masks.

Lastly, Ms. Walker reported on the benchmark data for the first quarter. She reviewed testing data on reading and math. She reported that students tested higher in math than in reading. Historically, reading is the better subject for PVHS students.

### **Considerations for Board Approval**

1. Meeting Minutes for September 23, 2021

Board member Ruthruff proposed a motion to approve the meeting minutes for September 23, 2021, as written. Board member Perez seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Perez voted aye, and board member Ruthruff voted aye. The motion passed unanimously with a vote of 4 to 0.

2. PVHS AFR for SY 20-21

Board member Ruthruff proposed a motion to approve the PVHS AFR for SY 20-21, as written. Board member Perez seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Perez voted aye, and board member Ruthruff voted aye. The motion passed unanimously with a vote of 4 to 0.

3. PVHS Performance Pay Policy for SY 2021-22

Board member Perez proposed a motion to approve the PVHS Performance Pay Policy for SY 21-22, as written. Board member Ruthruff seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Perez voted aye and board member Ruthruff voted aye. The motion passed unanimously with a vote of 4 to 0.

### **Call to the Audience**

There was no response to the call to the audience

### **Adjournment**

Vice President Fellows adjourned the meeting at 9:41 am

### **Next meeting**

October 14, 2021

Minutes respectfully taken and submitted by Ms. Moreno.