

Minutes
Pima Vocational High School (PVHS)
Monthly Board Meeting
March 24, 2022

Roll Call

Board Members Present:

President – Albert Garcia
Vice President – Mary Fellows
Board Member – Juanita Garcia-Seiger (via Microsoft Teams)
Board Member – Donna Ruthruff
Board Member – Dr. Michael Olguin

Board Members Absent:

Board Member – Dalila Perez

Also Present:

Ms. Leslie Laird-Lynch - Program Director
Ms. Klara Everson – Program Coordinator
Ms. Irene Moreno, PVHS Registrar
Ms. Kayla Walker, Data Specialist
Ms. Daphanie Conner, Community
Services Manager (via Microsoft Teams)
Ms. Anne Ortiz - Aspire

Call to Order

8:35 a.m. by President Garcia, Pledge of Allegiance, Roll Call.

Reports

1. Program Director's Report

Ms. Lynch also reported on staff changes at PVHS. She stated that PVHS has hired math teachers for both campuses and an English Language Arts (ELA) teacher at Irvington, for SY22-23. PVHS is still working on hiring a technology teacher and the school already has prospects for the youth specialist and technology teacher positions.

Ms. Lynch reported that PVHS has received a \$10,000.00 private donation. Per the grant agreement, the foundation's name is to remain anonymous. Funds from this donation will be used to update PVHS' website and social media pages in an effort to recruit for increased student enrollment.

Lastly, Ms. Lynch reported that the unofficial audit report from the Auditor General had no findings. Our auditor will send the final, official report on March 31st.

2. Program Coordinator's Report

Ms. Everson reported on the ADM Audit. She stated that 129 of 150 files had findings; she prepared a report and submitted it to Arizona Department of Education disputing 127 of the findings.

Ms. Everson reported that Staff Development in February was about integrating Social and Emotional Learning (SEL) in all classes. Staff chose to focus on implementation of Growth Mindset for session 5.

3. Financial Reports

Ms. Ortiz reported on the financial reports. The budget will be revised in April to reflect an Average Daily Membership (ADM) of 52. The student deficit is equal to approximately \$80,000.00 in State Aid.

Ms. Ortiz reported on the task report. She reported the reversal of two large repairs at each campus. The Irvington graffiti removal will be reversed and the Ina bathroom repair will be moved to CIP.

Ms. Ortiz reported on the PVHS financial package. Federal revenue is where it should be and instruction is low due to staffing changes and turnover. She also reported that the county financial team is comprised of Grants Management and Innovation (GMI) and Finance employees.

Lastly, Ms. Ortiz reported that grant season is from March 1, 2022 to May 1, 2022. She will get documentation and applications ready for Ms. Moreno to complete the necessary forms and data entry. All grants will need to go to the Pima County Board of Supervisors for final approval. Indirect costs for 2022-2023 will be five percent.

4. Registrar's Report

Ms. Moreno provided a graph of the year-to-date enrollment and attendance through February 2022.

Ms. Moreno also reported on PVHS' current contracts, amendments, and grants.

4. Data Specialist's Report

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

Ms. Walker reported testing session dates for both campuses.

Lastly, she reported that she completed Alternative School Application, On-Track to Graduate, and Civil Rights Data Collection (CRDC) Survey.

Considerations for Board Approval

1. Meeting Minutes for February 17, 2022

Vice President Fellows proposed a motion to approve the meeting minutes for February 17, 2022 as written. Board member Ruthruff seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Garcia voted aye, board member Ruthruff voted aye, and board member Olguin voted aye. The motion passed unanimously with a vote of 5 to 0.

2. PVHS Revised Safe School Plan for SY 2021-22

Vice President Fellows proposed a motion to approve the PVHS Revised Safe School Plan for SY 2021-22 as written. Board member Olguin seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Ruthruff voted aye, board member Garcia-Seiger voted aye, and board member Olguin voted aye. The motion passed unanimously with a vote of 5 to 0.

Call to the Audience

There was no response to the call to the audience.

Adjournment

Vice President Fellows adjourned the meeting at 9:32 am.

Next meeting

April 21, 2022

Minutes respectfully taken and submitted by Ms. Moreno.

Microsoft Teams meeting

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