

Minutes
Pima Vocational High School (PVHS)
Monthly Board Meeting
April 21, 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 (via Microsoft Teams)
Board Member – Dalila Perez (via Microsoft Teams)

Board Members Absent:

Also Present:

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

Call to Order

8:31 a.m. by President Garcia, Pledge of Allegiance, Roll Call

Reports

1. Program Director's Report

Ms. Lynch introduced new PVHS employee, Dustin Scott. Mr. Scott will be the new Youth Specialist/Graduation Coach at PVHS. Mr. Scott spoke briefly on his experience and employment background.

Ms. Lynch reported that she had a meeting with Pima County Facilities Management to address the continued trash and vandalism at PVHS. Due to the increase in vandalism and trash left on PVHS premises, Facilities Management and the City of Tucson will be erecting a fence around the building, increasing security patrol after hours, and adding more lighting and cameras to the parking lot and area surrounding PVHS.

Ms. Lynch also reported that PVHS received the official compliance report from the Auditor General and there were no findings.

2. Program Coordinator's Report

Ms. Everson reported on the ADM Audit from the Arizona Department of Education. She stated that she was able to dispute 128 of the 129 findings and PVHS will only have 1.5 students with exceptions.

Ms. Everson reported that the tentative count of graduates for June graduation is thirteen students. She also reported that she is working with board members Perez and Ruthruff to schedule senior pictures for all June graduates. She is also working with all graduating seniors to get them registered for Workforce Investment and Opportunity Act (WIOA) funding with the Pima County Youth One-Stop.

3. Financial Reports

Ms. Ortiz presented the Revised Budget for 2021-22 to the board. She reported that the revision was necessary due to a lower Average Daily Membership (ADM) and low enrollment as direct result of the COVID-19 pandemic. She stated the reported loss from the reduced enrollment would be approximately \$20,000.00.

Ms. Ortiz reported that she is working on reversals with Facilities Management. She also stated that the Arrowhead Security invoices had not been paid for several months and will now be paid monthly.

Lastly, Ms. Ortiz reported on the PVHS financial package. Revenues, expenses, and draw down monies are all on-track for the time of year.

4. Registrar's Report

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

Ms. Moreno also reported on PVHS' current contracts, amendments, and grants. She stated that PVHS has four direct select contracts, four contract amendments, and four grants in pending status.

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 continue to wear masks.

Ms. Walker reported PVHS did not meet 95% participation for testing. She also stated that the capture date for testing did not align with PVHS' session registration dates.

Lastly, she reported that our Arizona Department of Education representative, Ken Rausch, was very pleased with PVHS' quarter three data. Mr. Rausch also added that our interventions appear to be working for PVHS students.

Considerations for Board Approval

1. Meeting Minutes for March 24, 2022

Vice President Fellows proposed a motion to approve the meeting minutes for March 24, 2022 as written. Board member Ruthruff seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Garcia-Seiger voted aye, board member Ruthruff voted aye, board member Perez and board member Olguin each voted aye. The motion passed unanimously with a vote of 6 to 0.

2. PVHS Revised Budget for SY 2021-22

Vice President Fellows proposed a motion to approve the PVHS Revised Budget for SY 2021-22 as written. Board member Olguin seconded the motion. Board member Ruthruff seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Garcia-Seiger voted aye, board member Ruthruff voted aye, board member Perez and board member Olguin each voted aye. The motion passed unanimously with a vote of 6 to 0.

3. PVHS Auditor General Compliance Opinion and Questionnaire

Vice President Fellows proposed a motion to approve the PVHS Auditor General Compliance Opinion and Questionnaire. Board member Ruthruff seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Garcia-Seiger voted aye, board member Ruthruff voted aye, board member Perez and board member Olguin each voted aye. The motion passed unanimously with a vote of 6 to 0.

4. PVHS Revised Education Career Action Plan (ECAP) for SY 2021-22

Board member Ruthruff proposed a motion to approve the PVHS Revised Education Career Action Plan (ECAP) for SY 2021-22 as written. Vice President Fellows seconded the motion. President Garcia voted aye, Vice President Fellows voted aye, board member Garcia-Seiger voted aye, board member Ruthruff voted aye, board member Perez and board member Olguin each voted aye. The motion passed unanimously with a vote of 6 to 0.

Call to the Audience

There was no response to the call to the audience.

Adjournment

President Garcia adjourned the meeting at 10:05 am.

Next meeting

May 26, 2022

Minutes respectfully taken and submitted by Ms. Moreno.

Microsoft Teams meeting

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