

Minutes
Pima Vocational High School (PVHS)
Monthly Board Meeting
October 6, 2022
Virtual Meeting held via Microsoft Teams

Roll Call

Board Members Present:

President – Mary Fellows
Vice President – Dalila Perez
Board Member – Dr. Michael Olguin
Board Member – Donna Ruthruff (Tardy)

Board Members Absent:

Also Present

Klara Everson – Acting Director
Kayla Walker - PVHS Program Coordinator
Anne Ortiz - Aspire
Maritza Bautista – PVHS MTSS Tutor
Rhonda Pina – CWD Deputy Director
Daphanie Conner – Youth Services Mgr.
Joanne Carrillo – Finance
Muralidhar Kiranmayee - Public

Call to Order

8:34 a.m. by President Fellows, Pledge of Allegiance, Roll Call

Reports

1. Program Director’s Report

Ms. Everson reported on recent staffing conditions:

- * The registrar’s position is nearly filled, and we anticipate starting next week.
- * The Data Specialist position has been filled by Maritza Bautista, former MTSS Tutor.
- * The Ina English teacher is vacant and posting Friday.
- * The MTSS/SPED tutor position has been filled, and we anticipate starting next week.
- * Director Leslie Lynch is on FMLA, and Ms. Everson continues as Acting as Director until HR completes the paperwork required to complete the transition.
- * The Youth Specialist position at Ina will be posted 10/14/22 and recruitment has begun on Indeed. .

Ms. Everson reviewed the Site Security Report and recommendations for both the Ina and Irvington campus.

Ms. Everson reviewed the School Improvement designations and progress toward goals on CSI-Low Grad Rate. We are still awaiting TSI re-identification.

Ms. Everson reported that ADM is currently 56 with enrollment of 63, and YTD enrollment of 80. Attendance is averaging 64%. Four students are enrolled for next session, and we have several prospective students in the process of enrolling.

Ms. Everson reported that Board Member recruitment is under way.

2. Program Coordinator’s Report

Ms. Walker reported on hiring and training of the Data Specialist. They are working on data protocols with staff for the upcoming Integrated Action Plan and Sustainability Grant reports due this month.

3. Date Specialist – No Report

4. Financial Report – No Report.

Considerations for Board Approval

1. Approval of Meeting Minutes for September 15, 2022

Board member Perez proposed a motion to approve the minutes; Board member Olguin seconded the motion. Board voted to approve the meeting minutes for September 15, 2022 as written. Board member Perez voted aye; board member Olguin voted aye; President Fellows voted aye; board member Ruthruff was absent. The motion passed unanimously with a vote of 3 to 0.

2. Approval of FY22 Annual Financial Report.

Board member Olguin proposed a motion to approve the FY22 Annual Financial Report package; Board member Perez seconded the motion. Board voted to approve the FY22 Annual Financial Report package. Board member Perez voted aye; board member Olguin voted aye; board member Ruthruff vote aye; President Fellows voted aye. The motion passed unanimously with a vote of 4 to 0.

3. Approval of Staff Cell Phone Policy.

Board member Olguin proposed a motion to approve the Staff Cell Phone Policy. Board member Perez seconded the motion. Board voted to approve the Staff Cell Phone Policy. Board member Perez voted aye; board member Olguin voted aye; board member Ruthruff voted aye; President Fellows 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

President Fellows adjourned the meeting at 9:31 am.

Next meeting

November 17, 2022

Minutes respectfully taken and submitted by Ms. Everson

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