

**Minutes**  
**Pima Vocational High School (PVHS)**  
**Monthly Board Meeting**  
**November 17, 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 Members Absent:**

Board Member – Donna Ruthruff

**Also Present**

Klara Everson – Acting Director  
Kayla Walker - PVHS Program Coordinator  
Anne Ortiz - Aspire  
Maritza Bautista – PVHS MTSS Tutor  
Daphanie Conner – Youth Services Mgr.  
Joanne Carrillo – Finance  
Rene Canez – PVHS Student  
Kim Challender – Exec. Asst. BOS  
Gloria Proo – Charter Representative

**Call to Order**

8:40 a.m. by President Fellows, Pledge of Allegiance, Roll Call

**Reports**

1. Program Director's Report

Ms. Everson reported on recent success stories. She read an email received from Pima County employee Lori Witz about the success of her son, William Witz, who graduated from PVHS in 2010 and is now serving in the US Navy. She also shared a Facebook post about 2018 graduate Jesus Yanez who is a middle school science teacher and La Paloma Academy. Finally, she shared about PVHS receiving an A-rating for the 21-22 school year alternative school performance.

Ms. Everson reported on recent staffing conditions:

- \* The Registrar's position is vacant again because the new hire became seriously ill.
- \* The Admin Support position has been filled and the new hire will start on 11/21/22.

Ms. Everson reported on the upcoming December graduation. We anticipate that 14 students will graduate. Senior Celebration is December 8 at 6:00 PM at Hotel Tucson and is an invitation only event. Graduation is December 14 at 6:00 PM at Hotel Tucson and is open to the public. Graduates are working on their career presentations, as well as post-secondary plans and resources.

Ms. Everson reported that ADM is currently 58.4 with enrollment of 67. The anticipated 100<sup>th</sup> day ADM is 59.73.

2. Program Coordinator's Report

Ms. Walker reported recent training for staff on the rise of fentanyl and Narcan administration given by Pima County Health Department's Community Mental Health and Addiction Program. All staff received Narcan, and there is also a supply available in the office at both campuses. There are also additional trainings available for staff and students.

Ms. Walker reported on COVID updates. There have been no outbreaks at PVHS in recent months. Orders for PPE and testing kits are quite delayed.

Ms. Walker also updated the Board on implementation of Multi-Tiered System of Supports. Professional development, instructional coaching, and data collection are focused on implementation of Tier 1 academic and behavioral supports. Now that we have a fully staffed MTSS team, we are making great strides on implementation. The Data Specialist focuses on teacher support and the MTSS Tutor focuses on student support.

### 3. Date Specialist's Report

Mrs. Bautista reviewed the data for the A-rating. She showed the Board that PVHS earned full credit in the On Track to Graduate and College and Career Readiness Indicators categories. PVHS did not earn points for Proficiency, because there were not enough 11<sup>th</sup> grade FAY students. The school also did not earn points for EL Proficiency because there were not enough students. She discussed each category of points, and explained that if there were enough students for proficiency to count, PVHS would have earned a B grade. Because of the transient population served, it is difficult to predict the number of 11<sup>th</sup> graders who will take the ACT test, and all of the 11<sup>th</sup> grade students last year enrolled with 0 credits in math and English.

Mrs. Bautista reports that the Benchmark report for CSI was submitted to ADE and the feedback was positive. Our Program Specialist had ideas about quantifying teacher implementation data for the next reporting period.

### 4. Financial Report

Ms. Ortiz reported on the October Financial reports. She reviewed revenues, expenses, and enrollment, all of which were on target. Task Orders were reviewed and all charges were expected. Cash on hand was reviewed. County budget process is beginning soon, as are grant completion reports. Ms. Ortiz also reported that the audit extension was approved by the Arizona State Board for Charter Schools.

## **Presentations to the Board**

1. Graduating senior Rene Canez gave a brief reflection on his experience at PVHS. He described his successes, his plans after high school, and his success with the Microsoft TEALS Computer Science Program.

## **Considerations for Board Approval**

1. Approval of Meeting Minutes for October 6, 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 October 6, 2022 as written. Board member Perez voted aye; board member Olguin voted aye; President Fellows voted aye; The motion passed unanimously with a vote of 3 to 0.
2. Approval of Revised Safe Return to In-Person Instruction Plan  
Board member Perez proposed a motion to approve the Revised Safe Return to In-Person Instruction Plan; Board member Olguin seconded the motion. Board voted to approve the Revised Safe Return to In-Person Instruction Plan. Board member Perez voted aye; board member Olguin voted aye; President Fellows voted aye. The motion passed unanimously with a vote of 3 to 0.

## **Call to the Audience**

Gloria Proo introduced herself to the Board, congratulated the staff and Board on recent successes and transitions, and offered to be available if anyone wanted to contact her with questions.

## **Adjournment**

President Fellows adjourned the meeting at 9:35 am.

## **Next meeting**

January 19, 2022 in person at the PVHS Ina Campus located at 5025 W. Ina Rd.

Minutes respectfully taken and submitted by Ms. Everson

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