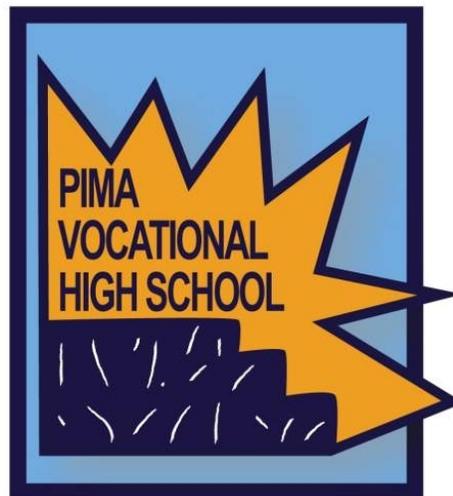


PIMA VOCATIONAL HIGH SCHOOL

GOVERNANCE



PIMA VOCATIONAL HIGH SCHOOL GOVERNANCE

STATEMENT OF PURPOSE

Pima Vocational High School educates and supports Pima County's high-risk youth ages 16 to 21 in their pursuit of a high school diploma, a sustainable job and a career plan upon graduation.

OPERATING BOARD

Section 1. Operating Authority: The Pima County Board of Supervisors is the legal and fiscal agent of Pima Vocational High School and shall appoint an operating Charter School Board of Directors for the purpose of oversight, policy supervision and as a legal advisory body.

Section 2. Numbers and Appointments: There shall be a Charter School Board of Directors of not less than five (5) nor more than seven (7) members. The number of directors shall be set by the Pima County Board of Supervisors. The Directors shall be nominated by the Charter School Board of Directors and recommended to the Pima County Board of Supervisors for appointment.

Section 3. Voluntary: All members of the Charter School Board of Directors serve in a voluntary capacity receiving no remuneration, preferential treatment in application for and receipt of services or honoraria, except where provided by law. No member of the Charter Board of Directors shall have direct or indirect interest in the assets or leases of Pima Vocational High School.

Section 4. Duties: The Charter School Board of Directors shall have oversight and policy supervision and act as legal advisory board to the Pima County Board of Supervisors.

Section 5. Term of Office: Directors shall serve for a three (3) year term for the time of their appointment and may be re-appointed for additional terms. Directors who fail to uphold her/his commitments as determined by a majority of Charter School Board of Directors, shall be deemed to have resigned and a replacement appointment be recommended to the Pima County Board of Supervisors.

Section 6. Vacancy: A vacancy on the Charter School Board will be filled by the Pima County Board of Supervisors from a list of nominees recommended by the Charter School Board

Section 7. Ethical Conduct: Charter School Board Members, individually or as part of a business or professional forum, who are involved in business transactions or current professional services of the Charter School must disclose their relationship and not participate in any vote taken in respect to such transaction or services.

Section 8. Director: There shall be a Director of Pima Vocational High School, whose duties are to plan and coordinate with the Board the development of policies governing the Charter School's programs; manage personnel, and the overall activities of the school in accordance to written school policies. The Director assumes no duties that not are related to and/or interfere with his or her responsibilities for the management of the Charter School.

Section 9. Removal: The Charter School Board of Directors may recommend removal of the Director to the Pima County Board of Supervisors for just cause.

Section 10. Affirmative Action: It is the Charter School's policy that the Board, Staff and volunteers reflect, as much as possible, the composition of the Community served according to race, sex, ethnicity, age, economic condition, physical disability, national origin and creed.

MEETINGS

Section 1. Annual Meeting: The Charter School Board of Directors of Pima Vocational High School 's annual business meetings will be held the second (2nd) Thursday of each July or at such time and place as the President may direct. At this meeting, the election of directors and officers shall be held, reports shall be presented and any other necessary business shall be transacted. Written or printed notice stating time and place of the business meeting shall be delivered or mailed to the directors at least fifteen (15) days prior to the date of the meeting.

Section 2. Monthly Meetings: The Charter School Board of Directors shall hold regular monthly meetings, unless otherwise ordered by the Executive Committee of the Board. At the meeting, reports shall be presented and any other necessary business shall be transacted. Written notice stating the time, place and purpose of the meeting shall be delivered or mailed to each Charter School Board of Directors at least three (3) days before the date of the meeting..

Section 3. Special Meetings: Special meetings of the Charter School Board of Directors may be called by the President or on written request of a majority of the members of the Charter School Board of Directors. Written notice of the date, place and time for the special meeting shall be delivered to all members of the Charter School Board either personal, by mail, by facsimile transmission or by telephone, no later than forty-eight (48) hours prior to the meeting.

Section 4. Quorum: A simple majority of the current members of the Board shall constitute a quorum for the transaction of business at any meeting of the Charter School Board of Directors. With the appropriate Public notice, members may participate telephonically.

Section 5. Voting: Each director shall be entitled to one vote. Written proxies shall be permitted at any meeting, provided they have been received by the President of the Charter School Board prior to the meeting, Voting shall be by show of hands or roll call.

The vote of a majority of the Charter School Board of Directors present at any meeting at which a quorum is present constitutes the action of the Board, unless the vote of a larger number is required by law or other provision of this policy.

Section 6. Robert's Rules of Order: The Charter School Board of Directors shall use Robert's Rules of Order as a model for conducting business

Section 7. Open Meetings: All meetings shall be open to the public pursuant to Arizona Revised Statutes (A.R.S.) 38-431.02. The Board may vote to go into Executive Session, pursuant to A.R.S. 38-431.01.A.2 and A.3., which will not be open to the public, for legal advice concerning any items on the agenda or to review records exempt by law from public inspection.

Section 8. Action Without a Meeting: Unless otherwise provided by law, any action required to be taken at a meeting of the Charter School Board of Directors may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by a majority of the Charter School Board of Directors.

OFFICERS

Section 1. Number and Election: The officers of the Charter School Board of Directors shall be a President, Vice-President and Secretary. The officers shall be nominated at the last regular Board meeting before the business meeting, and elected at the business meeting. Nominations from the floor may be made for any position.

Section 2. President: The President shall preside at all meetings of the Charter School Board of Directors. She/he shall perform all other duties as are incident to her/his office.

Section 3. Vice-President: The Vice-President shall perform all of the duties of the President when the President is unable to do so.

Section 4. Secretary: The Secretary shall keep the minutes of all meetings of the Charter School Board of Directors. In addition, she/he shall perform all other duties as are incident to her/his office, or which may be assigned to her/him by the President or the Charter Board of Directors.

Section 5. Term of Office: The Officers shall take office immediately upon their election and shall serve for one (1) year, or until their successors are elected and qualified.

Section 6. Vacancy: A vacancy occurring in any office between business meetings shall be filled by the Charter School Board of Directors with the approval of the Pima County Board of Supervisors to serve the remainder of the unexpired term.

Section 7. Removal: An Officer may be removed for just cause by a majority vote of the Charter School Board of Directors.

FINANCES

Section 1. Fiscal year: The fiscal year shall begin on the first day of July of each year.

Section 2. Authorized Expenses: The Charter School shall use the procurement policies of Pima County.

Section 3. The Charter School shall provide the Charter School Board of Directors a quarterly financial review of revenue and expenditures.

AMENDMENTS

These policies and procedures shall be amended at any meeting of the Charter School Board of Directors by a majority vote of the Board, provided that a written notice of the proposed amendments is mailed to each director at least ten (10) days prior to the date of the meeting at which the amendment is to be considered or any time by the Pima County Board of Supervisors.

POLICIES

Policies of Pima Vocational High School shall be recommended by individual Board members, parents of students, students, the Director, directors and managers of Pima County Government or any committee of the Charter School Board of Directors. The work of Pima Vocational High School shall be carried on in accordance with policies adopted by the Charter School Board of Directors and Pima County Government.

This STATEMENT OF OPERATING POLICIES was adopted on June 8, 2000, by the initial operating Pima County Charter School Board of Directors and submitted as a resolution to the Pima County Board of Supervisors.

PIMA VOCATIONAL HIGH SCHOOL

By:
President, Charter School Board of Directors

ATTEST:

Secretary, Charter School Board of Directors