SECTION 4 BUSINESS PLAN – GOVERNING BODY

PTHS GOVERNING BOARD MEMBERS

The PTHS Governing Board is comprised of five members. Each member is a representative of one of the corporations of PPEP Inc., the charter holder. Three of the five PTHS Governing Board members have been affiliated with the charter holder since 1967 and have been members of the PTHS Governing Board since the inception of the charter, PTHS.

The PTHS board members have educational and professional experience. Because of their extensive experience and direct involvement with various PPEP boards, operating a large non-profit corporation that has a sound fiscal accounting system with annual audits and monthly review with financial information provided to them on a quarterly basis, our board members are versed in the skills of accountability in all areas. As members of either the PPEP Inc. Board of Directors or one of the corporate boards, the PTHS Governing Board provides a very strong administrative link between the charter holder and the organization. The members of the PTHS Governing Board, the dual positions they hold, their areas of expertise and roles are:

GERTHA BROWN-HURD
President - PTHS Governing Board since inception
Secretary - PPEP Inc. Board of Directors
Area(s) of Expertise: Special Education
Role: Teacher member

Bio Excerpt
Ms. Brown-Hurd has served as an educator for over four decades. She is a lifelong advocate, volunteer, and strong supporter of young adults with disabilities. For many years, Gertha has been a tireless advocate for the equality of farm workers and youth in the areas of human rights, equal employment, and fair wages. She has served in both the PPEP, Inc. board and the PTHS School Governing Board for several years.

DON PEARSON
Vice President - PTHS Governing Board since inception
Treasurer - PPEP Micro Housing and Development Corporation
Area(s) of Expertise: Volunteerism
Role: Community member

Bio Excerpt
Mr. Pearson has been a lifelong advocate and volunteer in his work efforts relating to improving the quality of rural youth, elderly, handicapped and disadvantaged. Don has tirelessly supported the elderly in his community of Patagonia as well as maintained the community food bank. Don serves as an officer of the PTHS Governing Board giving rural at risk students a second chance to learn and is very active in his church and other civic efforts.

HECTOR SANCHEZ
Secretary - PTHS Governing Board since inception
President - PPEP Inc. Board of Directors
Area(s) of Expertise: Financial, Housing and Community Development, Corporate
Role: Business member

Bio Excerpt
Mr. Sanchez is a lifelong advocate and volunteer for rural poor through housing, nutrition, and community efforts. Hector is very active in civic affairs relating to improving the quality life therein. Hector sits on the PTHS Governing Board and is President of the PPEP Inc. Board of Directors. As PPEP Inc. Board President, Mr. Sanchez appoints all Committee Chairs.

MARIA CHAVEZ
Member - PTHS Governing Board
Treasurer - PPEP Inc. Board of Directors
Area(s) of Expertise: Economic Security, Business Administration, Interagency Coalition
Role: Business member

Bio Excerpt
Maria Valenzuela Chavez, AIFC Board President & C.E.O. Ms. Chavez has served with the Arizona Interagency Farm Workers Coalition, Inc. (AIFC) since its founding in 1991, first as part of the Founding Committee, then as Executive Director, and presently as its Board President and Chief Operating Officer. For many years, Maria has been a tireless advocate for the equality of farm workers, youth and woman in the areas of human rights, safe adequate employment, fair wages, accessibility to healthcare, academic education, and adequate and affordable housing. She was recently nominated for, and presented with the VALLE del SOL, Inc. "Exemplary Leadership Award" during their Annual Profiles of Success Ceremony.

Ms. Chavez was nominated and elected to serve on several governing boards and commissions: Portable Practical Education Program, Inc. (PPEP), PPEP Charter Schools, PPEP Foundation, Inc., Arizona Housing Commission, Arizona Dept. of Economic Security Advisory Council, Central Arizona Community College (being the first woman to be elected), Eloy Elementary School Board, Arizona Community Agency Association, Behavioral Health Agency of Central Arizona, and Arizona's Co-Chair to the National Women's Conference. Maria's past employment has been with Arizona Department of Economic Security, Pinal/Gila Community Action Programs, Inc., The Arizona Association of Community Health Centers, and as a business entrepreneur, currently with her own corporation, Chavez and Associates, Inc.

Dr. CELESTINO FERNANDEZ, Ph. D.
Member - PTHS Governing Board
President - PPEP Rural Business Development Corporation
Area(s) of Expertise: Sociology, Ethnic Relations, Latin American Studies
Role: Teacher

Bio Excerpt
Since 1976, Dr. Celestino Fernández has served as Professor of Sociology at the University of Arizona where he also has served in several administrative positions, including as the University's first Vice President for Undergraduate Education, Vice President for Academic Outreach and International Affairs,

and as the founding Executive Vice President and Provost of Arizona International College, a four-year interdisciplinary, practical, liberal arts college. Currently, Prof. Fernández serves as a University-wide Faculty Fellow, and as Director of Undergraduate Studies in the Department of Sociology. He teaches courses and conducts research on various topics and issues pertaining culture, ethnic diversity, and education, particularly higher education. Prof. Fernández received both the M.A. and Ph.D. in sociology from Stanford University. During 2000-2001, he served as an American Council on Education (ACE) Fellow at the University of Phoenix.

Dr. Fernández has published approximately 40 articles and book chapters on topics ranging from education (high school, general education, and higher education) to culture (e.g., automobiles and music), as well as Mexican immigration.

Prof. Fernández is much involved in providing service at all levels – local, state, and national. For example, he currently serves on the Board of Directors of the University of Phoenix, as Vice President on the Board of Directors of La Frontera Center (the largest behavioral health agency in southern Arizona, as well as programs in Phoenix), and as member of the Economic Security Advisory Council (appointed by the Governor of Arizona). He also serves on the Board of Directors of the Arizona Virtual Academy and on the Board of Directors of PPEP-TEC Charter High School, HPAC, Los Angeles Online High School, and the Tucson International Mariachi Conference. Dr. Fernández also has served on various national boards, committees, and task forces of organizations such as the American Sociological Association, the Federation of State Humanities Councils (past board president), and the Higher Learning Commission (and has served on accreditation review teams throughout the United States and internationally). Additionally, Dr. Fernández helped start San Miguel High School (immediate past-chair of the Board of Directors), a college-prep school for students from poor and working class families.

PTHS GOVERNING BOARD RECRUITMENT, SELECTION, AND DEVELOPMENT

THE PTHS Governing Board members are recruited through the governing board(s) of PPEP Inc. Conversely recruitment for the board(s) of PPEP Inc. is determined by the corporate bylaws. Therefore, PTHS Governing Board members provide constancy in mission, representation, and goals and purpose over time. In addition to a summary reference provided on the PPEP Inc. organizational chart, the following information, extracted from the bylaws, provides expanded Board of Directors composition and selection guidelines:

(1) Public Sector: One third (1/3) of the total membership of the Board shall be comprised of elected public officials, currently holding office, or their nominees or representatives.
(2) Farm Workers and Rural Poor. At least one third (1/3) of the total membership of the Board shall be persons chosen in accordance with democratic selection procedures adequate to assure that they are farm workers or members of the rural poor, or representatives of farm workers or the rural poor in the area served by PPEP. The Board members need not be farm workers or rural poor themselves, but the selection procedure shall be conducted in a manner that will assure that priority is given to farm workers or the rural poor. Representatives of farm worker or rural poor shall be selected from counties within the PPEP service area. The Board shall adhere to CSBG (Federal Community Services Block Grant) request to review process in regards to low income and farm worker nominations.

(3) Private Sector. The remaining members of the Board shall be officials or members of business, industry, foundations, labor, religious, welfare, education, or other major groups and interests in the communities served by PPEP. These groups and interests shall be selected by the Board in such a manner as to ensure that the Board is a continuing and effective mechanism for securing broad community involvement and participation in the governance of PPEP.

Upon recruitment, all members receive orientation at the corporate level. Orientation includes: Bylaws, open meeting procedures, membership position introduction, and an overall tour of departments and schools. Exclusively provided to PTHS Governing Board members are: additional charter specific materials, state educational information, and invitations to attend school related professional development. Examples are: the *PPEP TEC Policies & Procedures Manual*, overall district data and ADE information regarding academic performance requirements, ADE academic standards and access to and alignment of PTHS curricular materials, and invitations to attend the Board Governance Retreat presented by the Arizona Charter Schools Association annual conference.

SCHOOL GOVERNANCE/ORGANIZATION STRUCTURE, RESPONSIBILITIES/OBLIGATIONS, OPEN MEETING LAW, DECISION SYSTEMS SCHOOL AND GOVERNING BODY

Except for when super ceded by the corporate governing board, the primary role of the PTHS Governing Board is to prescribe and ensure enforcement of policies and procedures for the governance of the schools, not inconsistent with law or rules prescribed by the state board of education in accordance with Arizona statute 15-341.A.1., et seq. Equally, the CEO, Superintendent, and school governing members who sit on the corporate board, serve in an advisory capacity in all matters relating to the school. The duties of the school governing board include, but are not limited to:

- attendance at and compliance with the public meeting and procedures as cited in Arizona statute 38-431. et seq. (an example of NOTICE OF PUBLIC MEETING PPEP TEC High School Governing Board is provided at the end of this section),
- review and approval of policy changes as recommended by the Superintendent and PTHS Management Team in accordance with guidance provided by the Arizona department of education,
- review and approval of actions taken to improve academic success as measured by state mandated testing Arizona Instrument to Measure Standards (AIMS) and address School Improvement Plans when applicable,
- review and approve annual financial report, budget, and audit findings,
- attendance, when possible, of professional development opportunities as they apply to school governance, and education, and
- any other school related business, review, actions, and issues as they arise (an example of a PTHS Governing Board meeting Agenda is provided at the end of this section).

The first line of policy compliance, operation, and requirements is overseen by the PTHS Superintendent and the PTHS Management Team. On a day to day basis, primary responsibilities of the Superintendent and the PTHS Management Team are to ensure school and district level policy compliance, the assimilation of new guidance as it becomes available from ADE, and the compilation and presentation of new guidance for review and approval to the school governing board as policy changes become necessary. Recommendations and information for review and approval of school business, et al, is presented to the CEO and PTHS Governing Board. Consequently, business pertaining to the district is presented to the corporate board, thus completing a strong and sustainable support system for entity success.

The following pages are provided to illustrate compliance with public meeting and compliance laws and to illustrate the content and scope of the PTHS Governing Board. They are:

- Notice of Public Meeting
- Example of PTHS Governing board Agenda

NOTICE OF PUBLIC MEETING

PPEP TEC High School Governing Board

Pursuant to Arizona Revised Statutes (A.R.S.) §38-431.02, notice is hereby given to the members of the PPEP TEC High School Governing Board and to the general public, that the Board will hold a meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time. One or more members of the Board may participate in the meeting by telephonic communications.

Pursuant to A.R.S. § 38-431.02(H), the Board may discuss and take action concerning any matter listed on the agenda.

Pursuant to A.R.S. § 38-431.03(A)(3), the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda.

Pursuant to A.R.S. § 38-431.03(A)(2), the Board may vote to go into Executive Session, which will not be open to the public, for discussion or consideration of records exempt by law from public inspection.

Persons with a disability may request a reasonable accommodation such as a sign language interpreter or language translator, by contacting Letícia Luján at (520) 294-6997. Requests should be made as early as possible to allow time to arrange the accommodation.

DATED AND POSTED this 1st day of October 2009

By _____
Randy Kempton
Superintendent

AGENDA

PPEP TEC High School Governing Board

Wednesday, October 7, 2009

6:30 P.M.

PPEP TEC High School

Administration Office

1840 E. Benson Highway

Tucson, AZ 85714

A copy of the agenda background material provided to the Members of the PPEP TEC High School Governing Board (with the exception of material relating to possible executive sessions) is available for public inspection at the PPEP TEC High School Administrative Offices, 1840 E. Benson Highway, Tucson, Arizona 85714.

Call to Order ***Gertha Brown-Hurd***

Old Business

I. **Approval of Minutes from Meeting of July 8, 2009**– *Action Item*

New Business

II. **Review and Approval of the FY09-10 Declaration of Curricular & Instructional Alignment to the Arizona Academic Standards** – *Action Item*

III. **Review and Approval of the Charter Representative Notification Request to the Arizona State Board for Charter Schools to add Randy Kempton as Superintendent** – *Action Item*

IV. **Review and Approval of the Site Notification Request to the Arizona State Board for Charter Schools to Change the Zip Code for the Alice Paul Learning Center in Casa Grande** – *Action Item*

V. **Review and Approval of the PPEP TEC High School FY08-09 Annual Financial Report** – *Action Item*

VI. **Discussion on Adequate Yearly Progress (AYP) and School Improvement**

VII. **Discussion on the PPEP TEC High School Technology Plan**

VIII. **Discussion on the 15-Year Charter Renewal Process**

IX. **PPEP TEC High School Updates**
- FY09-10 Staffing Changes
- Pre-Service meetings
- Conexiones Program for Migrant Students
- White House Hispanic Initiative
- Hurricane Relief Efforts

X. **Miscellaneous**

XI. **Call to the Public** – This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

Adjourn ***Gertha Brown-Hurd***