

PLEASE POST
CAREER DEVELOPMENT, INC. EXECUTIVE BOARD
BOARD NOTICE AND AGENDA
REGULAR MEETING

Wednesday, August 9, 2023
5:00 p.m.
1300 Centennial Drive, Taylor AZ 85939
PASS Room

acarlyle@naacharter.org is inviting you to a scheduled Zoom meeting.

Topic: August Board Meeting
Time: Aug 9, 2023 05:00 PM Arizona

Join Zoom Meeting
<https://us06web.zoom.us/j/81362363276?pwd=K2NPVXVXRmVIRWM3ZXBidFhkNFpBZz09>

Meeting ID: 813 6236 3276
Passcode: szgJ1B

Pursuant to ARS 38-431.02, notice is hereby given to members of the Career Development, Inc., Executive Board and to the General Public that the Board will hold a meeting open to the public on Wednesday, August 9, 2023 beginning at 5:00 pm at 1300 Centennial Drive Taylor, AZ 85939.

Board Members may attend either in person or remotely. A speaker phone may be used so that the audience can listen to the Board member(s) discussion, deliberations and vote.

The Board reserves the right to change the order of items on the agenda, with the exception of public hearings, which are scheduled for a specific time.

Pursuant to A.R.S. 38-431.03.A.3, the Board may vote to convene an executive session for discussion or consultation for legal advice with its attorney(s) on any matter listed on the Agenda. The attorney(s) may appear in person or telephonically.

The Meeting Agenda and agenda background material provided to Board members (with the exception of material relating to possible executive sessions) is available for public inspection 24 hours in advance of the meeting at the Northern Arizona Academy for Career Development Inc. Administrative Office, located at 1300 N. Centennial Blvd., Taylor, Arizona, Monday through Friday, 8:00 a.m. to 4:00 p.m.,

Individuals requiring an interpreter or persons with a disability may request a reasonable accommodation, such a sign language interpreter, by contacting the Northern Arizona Academy Director at (928) 536-3920 or acarlyle@naacharter.org at least 48 hours prior to the meeting so that the requested support can be arranged.

1. **Call to Order**
2. **Roll Call**
3. **Welcome and Introductions**
4. **Pledge of Allegiance**

5. **Reading of Vision**

Northern Arizona Academy will guide students in developing the social and academic skills necessary to achieve their goals and lead successful, fulfilling lives as citizens of the world.

6. **Adoption of Agenda**

Motion by _____ Second by _____ Final Resolution: _____
 Yea: _____ [note names of each Board member for each type of vote]
 Nay: _____
 Abstain: _____

7. **Consent Agenda**

The Board may approve or disapprove all Consent Agenda items in a single vote. However, any matter on the Consent Agenda may be removed from the Consent Agenda and discussed as a regular agenda item upon the request of any Board member.

- A. Payroll Reports
- B. Accounts Payable Reports
- C. Vacation Liabilities
- D. Payroll Action Forms
- E. Board Meeting Minutes
- F. Monthly Financial Reports

Motion by _____ Second by _____ Final Resolution: _____
 Yea: _____ [note names of each Board member for each type of vote]
 Nay: _____
 Abstain: _____

8. **Call to the Public**

The public is invited to address the Board on any issue within its jurisdiction, subject to reasonable time, place and manner restrictions. Board members are not permitted to discuss or take legal action on matters raised during Call to the Public unless the matters are properly noticed for discussion and legal action. However, the law permits Board members to do the following at the conclusion of the Call to the Public: (a) Respond to criticism made by those who have addressed the Board; (b) Ask staff to review a matter; or (c) Ask that a matter be put on a future agenda.

Speakers must fill out a card listing name and topic and submit it to the Board Secretary prior to the time Call to the Public is heard. Speakers must make their comments in no

more than three (3) minutes. If necessary to accommodate all speakers within the 30-minute overall limit, the Board President may shorten each speaker's time.

9. Reports and Information Only Items

9.01 Campus Update: The Board will be presented with an update on the campus by Donna Spires. The Board may schedule action for a later meeting based on the documentation provided.

9.02 Non-Profit Update: The Board will be presented with an update on Non-Profit matters by Amy Carlyle. The Board may schedule action for a later meeting based on the documentation provided.

10. Business: Action Items

10.1 Board Calendar: The Board may set times and dates for events on their 2023/2024 calendar.

Motion by _____ Second by _____ Final Resolution: _____
Yea: _____ [note names of each Board member for each type of vote]
Nay: _____
Abstain: _____

10.2 Proposed Revisions to Policy 414 Image and Personal Appearance: The Board may be presented with revisions to Policy 414 Image and Personal Appearance. The Board may approve, approve with revisions, or disapprove the proposed revisions to Policy 414 Image and Personal Appearance.

Motion by _____ Second by _____ Final Resolution: _____
Yea: _____ [note names of each Board member for each type of vote]
Nay: _____
Abstain: _____

10.3 Commute Reimbursement Policy: The Board may be presented with a proposed Commute Reimbursement Policy. The Board may approve, approve with revisions, or disapprove the Commute Reimbursement Policy.

Motion by _____ Second by _____ Final Resolution: _____
Yea: _____ [note names of each Board member for each type of vote]
Nay: _____
Abstain: _____

10.4 Performance Pay Plan FY24: The Board may be presented with a proposed Performance Pay Plan FY24. The Board may approve, approve with revisions, or disapprove the Performance Pay Plan FY24.

Motion by _____ Second by _____ Final Resolution: _____
Yea: _____ [note names of each Board member for each type of vote]
Nay: _____
Abstain: _____

10.5 Board Training Topics FY24: The Board may identify the six (6) training topics they would like presented by the Executive Director FY24. The Board may approve or disapprove the Board Training Topics FY24.

Motion by _____ Second by _____ Final Resolution: _____
Yea: _____ [note names of each Board member for each type of vote]
Nay: _____
Abstain: _____

11. Future Meeting Dates and Items for Future Agendas: The Board may discuss future dates for meetings and direct staff to place matters on future Board meeting agendas.

12. Board Signatures

Board members may be provided items requiring Board signature.

13. Adjournment

Motion by _____ Second by _____ Final Resolution: _____
Yea: _____ [note names of each Board member for each type of vote]
Nay: _____
Abstain: _____

Posted this 1st day of August, 2023 by 