

MEETING MINUTES
CAREER DEVELOPMENT, INC. EXECUTIVE BOARD
BOARD NOTICE AND AGENDA
SPECIAL MEETING

August 25, 2025
5:00 p.m.
1300 Centennial Drive, Taylor AZ 85939
PASS Room

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

Topic: SPECIAL Board Meeting 8-25-25

Time: Aug 25, 2025 05:00 PM Arizona

Join Zoom Meeting

<https://us06web.zoom.us/j/85748364596?pwd=a7eNaUzufDmM64s8c257SYAA2aA6VD.1>

Meeting ID: 857 4836 4596

Passcode: GE5ENk

- 1. Call to Order** by Donna Spires, Board President, at 5:03 p.m.
- 2. Roll Call:**
Board Members Present: Donna Spires, Board President; Lydia Humphries, Vice President; Christina Cormier, Board Secretary; Jason Sellers via phone at 5:12 p.m.
Board Members Absent: Kurry Klingel, Board Member;
- 3. Welcome and Introductions:** Donna Spires welcomed the Board and Staff.
- 4. Pledge of Allegiance** led by Donna Spires
- 5. Reading of Mission** by Josh Lagesse

Northern Arizona Academy's mission is to create an alternative learning environment for youth requiring additional structure and support to achieve academic, social and practical skills that sustain productive, successful and healthy lives.

6. Adoption of Agenda

Motion by Christina Cormier to adopt the Agenda. Second by Lydia Humphries. Final Resolution: motion passed unanimously with the yea votes, Yea: Donna Spires, Lydia Humphries, Christina Cormier. Nay: None. Abstain: None.

7. Reports and Information Only Items

7.01 Non-Profit Update: The Board may be presented with an update on Non-Profit matters by Nichole Sellers. The Board may schedule action for a later meeting based on the documentation provided.

We now have only one instructional coach, which aligns with the original teacher: coach ratio of 2:1. The \$6000 CSF stipend that was assigned to the second coach will go back into the performance pay pot.

We no longer have a paraprofessional employed. The grant monies that covered a portion of that salary will be reassigned to another salary and the general fund monies will be left alone, defraying expenses that affect the general fund.

Our part-time remote teacher will be going full-time.

8. Business: Action Items

8.1 Executive Director Contract: The Board may examine and discuss the Executive Director Contract. The Board may approve, approve with revisions or disapprove the Executive Director Contract.

Comments: The Board finds Nichole Sellers' performance exemplary and has decided to install her as the Executive Director earlier than the previous expected date. She will assume the duties of Northern Arizona Academy's Executive Director on 9/1/2025.

Motion by Donna Spires to approve the Executive Director Contract. Second by Christina Cormier. Final Resolution: motion passed unanimously with the yea votes, Yea: Donna Spires, Lydia Humphries, Christina Cormier. Nay: None. Abstain: None.

8.2 Charter Holder Governance: The Board may remove Amy Carlyle as a non-voting member of the Board. The Board may approve or disapprove this action.

Motion by Lydia Humphries to remove Amy Carlyle as a non-voting member of the Board. Second by Donna Spires. Final Resolution: motion passed unanimously with the yea votes, Yea: Donna Spires, Lydia Humphries, Christina Cormier. Nay: None. Abstain: None.

8.3 Charter Holder Governance: The Board may add Nichole Sellers as a non-voting member of the Board. The Board may approve or disapprove this action.

Motion by Donna Spires to add Nichole Sellers as a non-voting member of the Board. Second by Christina Cormier. Final Resolution: motion passed unanimously with the yea votes, Yea: Donna Spires, Lydia Humphries, Christina Cormier, and Jason Sellers. Nay: None. Abstain: None.

8.4. Signatory: The Board may remove Amy Carlyle as a Signatory. The Board may approve or disapprove this action.

Motion by Christina Cormier to remove Amy Carlyle as a Signatory. Second by Lydia Humphries. Final Resolution: motion passed unanimously with the yea votes, Yea: Donna Spires, Lydia Humphries, Christina Cormier, and Jason Sellers. Nay: None. Abstain: None.

8.5. Charter Representative: The Board may remove Amy Carlyle as a Charter Representative. The Board may approve or disapprove this action.

Motion by Jason Sellers to remove Amy Carlyle as a Charter Representative. Second by Lydia Humphries. Final Resolution: motion passed unanimously with the yea votes, Yea: Donna Spires, Lydia Humphries, Christina Cormier, and Jason Sellers. Nay: None. Abstain: None.

- 9. 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.

Comments: Things to be put on future agenda: Research and discuss the Vacation Policy, New updates for ESS House Bills (Graduation Rule & Dyslexia Policy), and United Foodbank Review.

10. Board Signatures

Board members may be provided items requiring Board signature.

11. Adjournment

Motion by Christina Cormier to adjourn the meeting at 5:27 pm. Second by Lydia Humphries. Final Resolution: motion passed unanimously with the yea votes, Yea: Donna Spires, Lydia Humphries, Christina Cormier, and Jason Sellers. Nay: None. Abstain: None.