

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

Wednesday, May 11, 2022
5:00 p.m.
1300 Centennial Drive, Taylor AZ 85939
Room 4

Join the meeting on Zoom

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

Topic: May Board Meeting
Time: May 11, 2022 05:00 PM Arizona

Join Zoom Meeting
<https://us06web.zoom.us/j/84434268554?pwd=YWNkNm8xVC84R0tUaENBeTBML2ZQQ>
T09

Meeting ID: 844 3426 8554
Passcode: SLCN13

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, March 9, 2022, 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 as 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. Payroll Action Forms
- D. Board Meeting Minutes

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 Graduation: Donna Spires will provide Information to the Board about Graduation. The Board may schedule action for a later meeting based on the documentation provided.

9.03 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. EXECUTIVE SESSION: The Board will examine and discuss the annual performance reviews and goals of the Campus Manager and Executive Director.

Upon a public majority vote of the members constituting a quorum, the public body will hold an executive session but only for the following purposes: Discussion or consideration of employment, assignment, appointment, pro-motion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting

Minutes of and discussions made at executive sessions shall be kept confidential except from:

1. Members of the public body which met in executive session.
2. Officers, appointees or employees who were the subject of discussion or consideration as identified above.
3. The auditor general on a request made in connection with an audit authorized as provided by law.
4. A county attorney or the attorney general when investigating alleged violations of this article.

Motion to enter Executive Session by _____ Second by _____

Final Resolution: _____

Yea: _____ [note names of each Board member for each type of vote]

Nay: _____

Abstain: _____

Motion regarding the topics discussed in Executive Session.

by _____ Second by _____

Final Resolution: _____

Yea: _____ [note names of each Board member for each type of vote]

Nay: _____

Abstain: _____

11. Business: Action Items

11.1 Board Member Interview: The Board will interview the prospective Board Member, Jason Sellers and may elect him to the Board.

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

11.2 Revised FY 22 Budget: The Board will examine the Revised FY22 Budget and may approve, approve with revisions, or deny approval of the Revised FY22 Budget.

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

11.3 Annual Meeting: The Board will finalize the date and time of the Annual Meeting.

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

12. 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.

13. Board Signatures

Board members may be provided items requiring Board signature.

14. Adjournment

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

Posted this _____ day of _____, 2022 by _____