

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

**Wednesday, August 10, 2022**  
**5:00 p.m.**  
**1300 Centennial Drive, Taylor AZ 85939**

**ZOOM Meeting**

**Topic: August 2022 Board Meeting**  
**Time: Aug 10, 2022 05:00 PM Arizona**

**Board Members Present:** Yevet Tenney, President; Julia Shepherd, Vice President; Jason Sellers, Board Secretary; Lorie Jean Haymore, and Brandi Barnes.

**Board Members Absent:** None

**Staff Present:** Amy Carlyle, Christina Allen

**1. CALL TO ORDER**

Yevet Tenney called the meeting to order at 5:05 PM

**2. ROLL CALL**

Yevet Tenney, Julia Shepherd, Jason Sellers, Brandi Barnes, and Lorie Jean Haymore all present.

**3. WELCOME AND INTRODUCTIONS**

Yevet Tenney welcomed board members and staff.  
Christina Allen, Social Studies teacher present

**4. PLEDGE OF ALLEGIANCE**

Pledge led by Amy Carlyle

**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.

Vision ready by Lorie Jean Haymore

**6. ADOPTION OF AGENDA**

No discussion.

Motion by Julia Shepherd to adopt agenda as written. Seconded by Lori Jean Haymore  
Final Resolution: Motion passed unanimously with the yea votes: Yevet Tenney, Brandi Barnes, Julia Shepherd, Lorie Jean Haymore, and Jason Sellers. Nay: none. Abstain: None.

**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

Motion by Julia Shepherd to adopt consent agenda as written. Seconded by Jason Sellers.  
Final Resolution: Motion passed unanimously with the yea votes: Yevet Tenney, Brandi Barnes, Julia Shepherd, Lorie Jean Haymore, and Jason Sellers. Nay: none. Abstain: None.

**8. CALL TO THE PUBLIC**

The President recognizes members of the public to speak, in an orderly fashion, about items on the agenda and/or other items of concern.  
No public in attendance had any items for discussion.

**9. REPORTS AND INFORMATION ONLY ITEMS**

9.01 Campus Update: The Board will be presented with an update on the campus by Amy Carlyle, as Donna Spires was not present. The Board may schedule action for a later meeting based on the documentation provided.

Enrollment is currently at 62 students. 8 of these students are 8th grade students. Ideally, there will be 70, 60 high school students, and 10 8th grade students. There currently are not enough students to create an EDP program, as many EDP students are using school vouchers and are enrolled in a residential program. The drop in EDP students enrolled creates flexibility to enroll more students to help bridge the gap in funding and enrollment.

News channel 12 came by the school on August 12th, and filmed the school and interviewed a few staff members. They interviewed primarily about the food program,

but they also asked additional questions about community involvement. The broadcast will air on August 26th.

- 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.

Amy Carlyle presented the board with a proposal for ESS Services SY 2022-2023, as well as a proposal contract for counseling services. These proposals were for contracts for assistance in writing IEP's, and other documentation for students in the Exceptional Student Services program, and counseling for students.

Amy Carlyle continued by presenting the Board with the recent legislation from the State of Arizona that impacted the school.

The legislation was as follows:

Civics test: Students must now receive a score of at least 70 to pass the Civics Test. This comes into effect for the graduating class of 2026.

Moment of silence: A moment of silence must be included at school every day, teachers can not plan any activities or anything during this time, and students must remain silent. The pledge of allegiance is also played, but is optional to students.

Alternative Education revisions: This expanded the ability for flexibility in providing alternative schedules for students.

Parents rights: The legislation prevents a governmental entity or official from interfering with or usurping a parent's right to direct the upbringing, education, health care and mental health of their children. If this right is interfered with, the parents can sue the school. Additionally, parent permission must be granted for students to participate in Surveys that ask for personal information. This personal information includes inquiring about the students sexuality, political preferences, firearms at the home, religion, and any things that have been deemed personal in the law. Anonymous surveys are accepted.

Legislation pertaining to school libraries is not applicable at this time, as there is no longer a school library.

Fingerprint clearance is required for Board members, vendors on campus frequently, and staff.

Seizure management treatment plans: parents have a right to provide the school with a seizure treatment plan to be implemented if their student has a seizure.

Visitation policy: We are required to allow any parent or guardian of a student or prospective student to visit the campus as long as it doesn't threaten the safety or health of anyone on the campus, and it must be adopted in an open meeting.

Vision and hearing: Vision screening guidelines must be followed.

9/11 day: On September 11th schools must teach about 9/11.

Transportation: School vans no longer require a CDL.

Schools academic standards and civics instruction: New academic standards for civics instruction.

Teacher certification: schools can create a formal training program at the school that leads to certification. Candidates are required to have a bachelor's degree, and then can work as a teacher while training in the approved teacher training program.

K-12 2022-2023 School finances were increased on a per student basis, and for Special Education students.

High quality teacher development program: scholarships are available for teachers seeking to add an endorsement to their certificate.

Teachers may not give students nor recommend sexually explicit material, nor refer to them in class.

Amy Carlyle continued by sharing with the Board about a grant for an electric school bus, and electric school bus charger. This grant does require getting rid of the other bus entirely.

Amy Carlyle also showed the Board notes that she uses for positive encouragement and recognition between off staff. Amy Carlyle suggested something like this as an idea for the Board to acknowledge staff.

## **10. BUSINESS: ACTION ITEMS**

- 10.1 Parent/Guardian Visitation Policies: The Board will examine and approve, approve with revisions or deny approval of the Parent/Guardian Visitation Policies.

The Board reviewed the proposed policy for Parent/ Guardian Visitation Policies. Amy Carlyle stated that the policy will be reviewed with guardians when they are in the front office.

Motion by Jason Sellers to adopt policy as written. Seconded by Brandi Barnes. Final Resolution: Motion passed unanimously with the yea votes: Yevet Tenney, Brandi Barnes, Julia Shepherd, Lorie Jean Haymore, and Jason Sellers. Nay: none. Abstain: None.

- 10.2 Vacation Policy: The Board will approve, approve with revisions or deny approval of the revised Vacation Policy.

Policy number 6 was modified and number 7 was added. The maximum vacation hours that can be accrued has been increased from 160 to 200 hours a year. Additionally, the maximum amount of roll over has been changed to 160 hours. Full time staff that accrue vacation leave may roll over up to 160 hours of vacation time, giving the staff enough

time to use the hours as they accrue. Anything above that 160 will not rollover. Item E was also added. Previously, if an employee was terminated, they were still owed vacation pay. Now, when terminated with cause the employee relinquishes their vacation pay.

Motion by Julia Shepherd to accept the revised policy as written. Seconded by Lori Jean Haymore. Final Resolution: Motion passed unanimously with the yea votes: Yevet Tenney, Brandi Barnes, Julia Shepherd, Lorie Jean Haymore, and Jason Sellers. Nay: none. Abstain: None.

- 10.3 Campus Dog: The Board will approve, approve with revisions or deny approval of a potential Campus Dog.

Motion by Brandi Barnes to accept new campus dog . Seconded by Jason Sellers. Final Resolution: Motion passed unanimously with the yea votes: Yevet Tenney, Brandi Barnes, Julia Shepherd, Lorie Jean Haymore, and Jason Sellers. Nay: none. Abstain: None.

- 10.4 Campus Improvements: The Board will approve, approve with revisions or deny approval of proposed campus improvements and timeline.

Amy Carlyle reviewed what improvement items were already budgeted in. The planters are the only thing currently budgeted in, through a grant. Julia Shepherd stated that she would like to see some funds set aside or going towards capital improvements over a period of time. Yevet Tenney asked how this amount would be determined. Julia Shepherd suggested it could be a set amount, or a percentage of surplus.

Yevet asked what the Board would like to do. After some discussion, the Board decided to table this item to be revisited after more thought and consideration of other stakeholders. It was suggested that this item be added as an ongoing agenda item.

Motion Julia Shepherd to make a capital improvement program as a continuous agenda item. Seconded by Jason Sellers. Final Resolution: Motion passed unanimously with the yea votes: Yevet Tenney, Brandi Barnes, Julia Shepherd, Lorie Jean Haymore, and Jason Sellers. Nay: none. Abstain: None.

## **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.

Capital improvements added as continuous agenda items.  
Board calendar for review and approval.  
Board award on the agenda for the next meeting  
Board events to be added as ongoing continuous agenda items

## **12. BOARD SIGNATURES**

Board members may be provided items requiring Board signature.

## **13. ADJOURNMENT**

Motion by Lorie Jean Haymore to adjourn meeting. Seconded by Julia Shepherd. Final Resolution: Motion passed unanimously with the yea votes: Yevet Tenney, Brandi Barnes, Julia Shepherd, Lorie Jean Haymore, and Jason Sellers. Nay: none. Abstain: None.

Meeting Adjourned at 6:20 pm August 12th, 2022

Minutes approved by Jason Sellers, Board Secretary on 14 August 2022

A handwritten signature in black ink, appearing to be 'JS', written in a cursive style.