

**Career Development Inc.
Board of Directors Meeting
MINUTES**

March 10, 2021

1300 N. Centennial Blvd.

Taylor, AZ 85939

Board Members Present: Sandy Nield, Diana Fergus, Marty Bielfeldt, Lori Jean Haymore, Leslie Trout, Dawn Lippard

Board Members Absent: None

Staff Present: Amy Carlyle, Donna Spires, Lydia Humphries

Prospective Board Members Present: Dawn Lippard, Yvette Tenney, Patricia Adelsperger

Public Present: Kara Schroeder

Agenda Item #1 - CALL TO ORDER - Sandy Nield, President, called meeting to order at 4:10 pm. She explained that the order of the agenda had been rearranged due to priority and gave the new agenda.

Agenda Item #2 - WELCOME AND INTRODUCTIONS - Sandy Nield, President introduced prospective Board members: Dawn Lippard, Yvetet Tenney, Trish Appelsperger, and a teacher at NAA, Lydia Humphries.

Agenda Item #3 - PLEDGE OF ALLEGIANCE - Donna Spires

Agenda Item #4 - READING OF VISION - Lori Jean Haymore

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

Agenda Item #5 - CONSENT AGENDA

A. PAYROLL REPORTS

B. ACCOUNTS PAYABLE REPORTS

C. VACATION LIABILITIES

D. PAYROLL ACTION FORM

E. MINUTES

D. DIPLOMAS

Motion to approve the consent agenda items made by Leslie Trout, motion passed unanimously.

Agenda Item #6 - OPEN CALL TO THE PUBLIC - None

Agenda Items #7 - BUSINESS

A. Board Survey for Comprehensive Needs Assessment Input - Information only:

Amy Carlyle - This survey is needed for grant applications.

B. Review of Board Duties: (Moved to follow D due to a conflict with By Laws)

B. Review of By-Laws: The existing and revised By-Laws were read aloud so Board

members could compare the changes.

1. Leslie Trout made a motion to change the wording “school” to “Academy” to Article III. 3.11. Motion passed unanimously.
 2. Leslie Trout made a motion to accept changes to By Laws, Articles I, II, III. -Voting to accept was unanimous.
- D. Review of Board Duties:** (Moved from B to D due to a conflict with By Laws) Board Guidance was tabled with a motion by Leslie Trout - passed unanimously.
- E. Prospective Board Members were give the opportunity to ask questions,** no questions were asked.
- F. Invitation of Prospective Board Members to Speak and to be Interviewed:**
1. Dawn Lippard - With her background with NAA as the Financial Manager for 4 1/2 years, Dawn felt obligated to volunteer when she saw the posting for board members. NAA is unique in helping the students of the community
 2. Yevet Tenney - Always love kids and worked in public schools for 25 years; is a people person; able to weigh decisions; believes in mutual support instead of conflict.
 3. Patricia (Trish) Apelsperger - Wanted to be a part of the community. She is very qualified to help with network technology, wood working/drama backdrops.
- G. Election of New Board Member:** Diana Fergus made a motion to elect Dawn Lippard to the Board - motion passed unanimously.
- H. Support Staff Performance Pay Rubric:** Lori Jean Haymore made a motion to accept motion. Voting to accept the motion was unanimous
- I. Policy #360 - Infants at Work Policy:** Lori Jean Haymore made a motion to accept Policy 360. The motion was accepted with a 3 to 3 vote. (**Yes:** Lori Jean Haymore, Dawn Lippard, Marty Bielefeldt, **No:** Leslie Trout, Sandy Nield, Diana Fergus)
- J. Credit Card Debt:** On the 2020-2021 Budget, the Board chose to update/repair/buy a bus, van, and air conditioners rather than pay off the credit cards.
- K. ESSER II Grant Funds and CESR Grant: Information Only:** Amy Carlyle explained that the grant would pay for the replacement of the server; the learning lab; with the Certification of Occupancy, NAA will be able to use the monies to buy the building for the 7th and 8th Grades; a 40 ft. storage unit, and other items on the wish list - No action taken.
- L. MOU New Hire Paraprofessional:** Person was not hired.

Agenda Item #8 - EXECUTIVE SESSION: MOU for Lori Jean Haymore

- A. Motion to open Exeutive Meeting made by Sandra Nield at 6:46 pm. - motion passed unanimously
- B. Leslie Trout made a motion to table the discussion on the MOU for Lori Jean Haymore at 7:14 pm - motion passed unanimously

Agenda Item #9 - Resignation of Marty Bielefeldt: Marty Bielefeldt made a motion to accept his resignation from the Board as of March 15, 2021. Motion passed unanimously.

Agenda Item #10 - CAMPUS UPDATE: Donna Spires, Campus Manager

- A. Enrollment - 59 students with 8 online - School at 88% Attendance
- B. Graduation - 11 Early Graduates with 6 Graduates to attend Graduation

- C. Tiny Library - School project will have 3 sites: Pioneer Park, Freeman Park and NAA Campus - Donated books are accumulating; Materials have been purchased; Member of Community volunteered to help students build the Library Containers
- D. Trimester Awards - will be Friday, March 12th at 9:00 am
- E. R Lazy J Wildlife Ranch - 26 students chose to attend this outing
- F. Military ADUAB presented information about the program plus information recruitment to 16 students.

Agenda Item #11 - BOARD SIGNATURES

Agenda Item #12 - ADJOURNMENT: 8:00 pm