

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

**October 10, 2024**  
**5:00 p.m.**  
**1300 Centennial Drive, Taylor AZ 85939**  
**PASS Room**

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

Topic: Monthly Board Meeting

Time: Oct 10, 2024 05:00 PM Arizona

Join Zoom Meeting

<https://us06web.zoom.us/j/84580499600?pwd=jFwMJtHOLGtK8QaaWqS5PgWTraAgZ.1>

Meeting ID: 845 8049 9600

Passcode: yCs1EL

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 Thursday, October 10, 2024 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 Mission**

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 \_\_\_\_\_ 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

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 may be presented with an update on the campus by Christina Cormier. The Board may schedule action for a later meeting based on the documentation provided.

9.02 Non-Profit Update: The Board may 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.

9.03 School Improvement Team Update: The Board may be presented with an update on the School Improvement Team by Nichole Sellers. The Board may schedule action for a later meeting based on the documentation provided.

9.04 Board Budget Update: The Board may be presented with an update on their budget by Jason Sellers. The Board may schedule action for a later meeting based on the documentation provided.

9.05 Board Secretary Update: The Board may be presented with an update on the completion of training by new Board members. The Board may add an action item to the agenda to deny board membership to new Board members if their training has not been completed as specified in the September 12, 2024 Board Meeting.

## **10. Business: Action Items**

10.1 Board Calendar: The Board may set times and dates and assign monies for events on their 2024/2025 calendar. The Board may approve, approve revisions, or disapprove the dates and times and monies assigned for events on their calendar. If there are no new or modified events, this item may be passed over without a vote.

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

10.2 NSLP Food Service Agreement Update: The board may review the Updated NSLP Food Service Agreement. The Board may approve, approve with conditions, or disapprove the Updated NSLP Food Service Agreement.

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

10.3 Monthly Financial Report: The Board may examine the Monthly Financial Report. The Board may approve, approve with revisions or disapprove the Monthly Financial Report.

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

10.4 Proposed Policy 5200 Transfer Credits: The Board may examine the Proposed Policy 5200 Transfer Credits. The Board may approve, approve with revisions or disapprove the Proposed Policy 5200 Transfer Credits.

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

10.5 Proposed Policy 6301 Reporting Requirements to ASBCS: The Board may examine the Proposed Policy 6301 Reporting Requirements to ASBCS. The Board may approve, approve with revisions or disapprove the Proposed Policy 6301 Reporting Requirements to ASBCS.

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

10.6 Revised Policy 3700 Fingerprint Clearance Cards: The Board may examine the Revised Policy 3700 Fingerprint Clearance Cards. The Board may approve, approve with revisions or disapprove the Proposed Policy Revised Policy 3700 Fingerprint Clearance Cards.

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

10.7 Revised Policy 2200 Formal Recruitment and Hiring Policy: The Board may examine the Revised Policy 2200 Formal Recruitment and Hiring Policy. The Board may approve, approve with revisions or disapprove the Revised Policy 2200 Formal Recruitment and Hiring Policy.

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

10.8 Proposed Policy 5003 Use of Protective Eyewear: The Board may examine the Proposed Policy 5003 Use of Protective Eyewear. The Board may approve, approve with revisions or disapprove the Proposed Policy 5003 Use of Protective Eyewear.

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

10.9 Proposed Policy 5004 CPR Training: The Board may examine the Proposed Policy 5004 CPR Training. The Board may approve, approve with revisions or disapprove the Proposed Policy 5004 CPR Training.

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

10.10 Revised Student Handbook FY25: The Board may examine the Revised Student Handbook FY25. The Board may approve, approve with revisions or disapprove the Revised Student Handbook FY25.

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

10.11 Revised Policy 580 Incident Reporting: The Board may examine the Revised Policy 580 Incident Reporting. The Board may approve, approve with revisions or disapprove the Revised Policy 580 Incident Reporting.

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

10.12 Proposed Policy 023 Hiring Requirements: The Board may examine the Proposed Policy 023 Hiring Requirements. The Board may approve, approve with revisions or disapprove the Proposed Policy 023 Hiring Requirements.

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

10.13 Proposed Policy 4006 Student Referrals: The Board may examine the Proposed Policy 4006 Student Referrals. The Board may approve, approve with revisions or disapprove the Proposed Policy 4006 Student Referrals.

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

10.14 Proposed Policy 4007 Long Term Suspension and Expulsion: The Board may examine the Proposed Policy 4007 Long Term Suspension and Expulsion. The Board may approve, approve with revisions or disapprove the Proposed Policy 4007 Long Term Suspension and Expulsion.

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

10.15 Dropout Recovery Program: The Board may examine the Dropout Recovery Program. The Board may approve or disapprove the moving forward to apply to offer a Dropout Recovery Program at Northern Arizona Academy FY26.

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

11. **Executive Session:** The board may hold an Executive Session to discuss legal advice from the attorney of the public body on the use of 15 passenger vans for student transportation as allowed under A.R.S. § 38-431.03(A)(3)

On a public majority vote of the members constituting a quorum, a public body may hold an executive session but only for the following purposes:

3. Discussion or consultation for legal advice with the attorney or attorneys of the public body.

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 27<sup>th</sup> \_\_\_\_\_ day of September \_\_\_\_\_, 2024 by Amy Carlyle