

**Northern Arizona Vocational Institute of Technology**  
**Regular Governing Board Meeting**  
**NAVIT Board Room, 951 W. Snowflake Blvd, Snowflake, Arizona**  
**November 13, 2019**  
**Official Minutes**

**CALL TO ORDER:** Scott Flake called the meeting to order at 6:00 p.m.

**PLEDGE:** The pledge was led by Wade Stoddard

**PRESENT:** Scott Flake, Robin Palmer, Christopher Susag, Matt Click (via telephone), Rhonda Francisco (via telephone 6:00pm – 6:27pm), Tim Westover (via telephone), Randy Murph, Wade Stoddard, Calvin McNeil (via telephone), Jerry Gloshey Jr. (via telephone 6:14pm – 6:17pm), Matt Weber, Molly Stradling, Carrie Jordan, Susan Johnson

**ABSENT:** Larry Von Stradling

**VISITOR:** None

**CALL TO PUBLIC:** None

**AGENDA ITEM #:**

**1. Approval of the Agenda**

A motion to approve the agenda was made by Robin Palmer and seconded by Wade Stoddard. The motion passed unanimously.

Approved: Scott Flake, Rhonda Francisco, Randy Murph, Wade Stoddard, Calvin McNeil, Tim Westover, Christopher Susag, Matt Click, Robin Palmer

Opposed: None

**2. Approval of the Consent Agenda**

A motion was made by Randy Murph and seconded by Robin Palmer to approve the consent agenda.

The motion passed unanimously.

Approved: Scott Flake, Rhonda Francisco, Randy Murph, Wade Stoddard, Calvin McNeil, Tim Westover, Christopher Susag, Matt Click, Robin Palmer

Opposed: None

The following items were approved in the consent agenda: minutes from the public hearing and regular meeting held on October 9, 2019; financial reports for October 2019.

The Payroll and Expense Vouchers for October 2019, specifically:

Payroll  
#8 \$ 9,913.68  
#9 \$ 9,913.68

Expense  
#1008 \$ 54,391.03  
#1009 \$ 3,238.95  
#1010 \$247,488.77

NAVIT Activity Account:

Cosmetology Club – Balance as of October 31, 2019 - \$ 713.01  
Fire Science Club - Balance as of October 31, 2019 - \$ 1,574.10  
Welding Club - Balance as of October 31, 2019 – \$ 6,515.77  
Detail is attached.

Auxiliary Fund Expenditures: Cosmetology Deposit Account

Balance as of October 31, 2019 - \$ 188,444.01

Deposits: \$ 100.00

Checks: \$ 400.00 - Check #1116 – Johana Sanchez FY17-18

**3. Approval of the NAVIT FY2020 301 Plan**

A motion was made by Christopher Susag and seconded by Calvin McNeil to approve the NAVIT FY2020 301 Plan as presented.

The motion passed unanimously.

Approved: Scott Flake, Rhonda Francisco, Randy Murph, Wade Stoddard, Calvin McNeil, Tim Westover, Christopher Susag, Matt Click, Robin Palmer

Opposed: None

**4. Approval of the NAVIT Policy Manual (First Read)**

A motion was made by Robin Palmer and seconded by Randy Murph to approve the first read of the NAVIT Policy Manual as presented.

The motion passed.

Approved: Scott Flake, Randy Murph, Wade Stoddard, Calvin McNeil, Tim Westover, Christopher Susag, Matt Click, Robin Palmer

Opposed: None

**5. Approval of Date for Next Board Meeting**

A motion was made by Christopher Susag and seconded by Calvin McNeil to approve the Next Board Meeting to be held on Wednesday, December 11, 2019 @ 6:00 p.m. The meeting will be held in the NAVIT Board Room (951 W. Snowflake Blvd, Snowflake), or may be held via teleconference.

The motion passed unanimously.

Approved: Scott Flake, Randy Murph, Wade Stoddard, Calvin McNeil, Tim Westover, Christopher Susag, Matt Click, Robin Palmer

Opposed: None

**INFORMATIONAL ITEMS:** Matt Weber gave a brief presentation of the Superintendent goals that he would like to complete by June 30, 2020. He thanked the Board members for their support by attending their individual school district board meeting when he presents. Matt and other Board members shared their thoughts regarding the ASBA Law Conference that they attended back in September. They agreed that overall it was a very good and informative conference.

A motion to adjourn was made by Robin Palmer and seconded by Christopher Susag. The motion passed unanimously.

Approved: Scott Flake, Randy Murph, Wade Stoddard, Calvin McNeil, Tim Westover, Christopher Susag, Matt Click, Robin Palmer

Opposed: None

The meeting adjourned at 7:00 p.m.

  
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Board President Signature