

NOTICE OF PUBLIC MEETING  
**HACKBERRY ELEMENTARY SCHOOL DISTRICT #3**  
**GOVERNING BOARD REGULAR MEETING**  
**CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401**  
**Tuesday October 14, 2025 @ 4:00 pm**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Governing Board of Hackberry Elementary School District #3, and to the general public that the Board will hold a meeting open to the public on **Tuesday, October 14, 2025 @ 4:00 pm**. The meeting will be held in the **Hackberry Elementary School District #3** boardroom, located at **9501 Nellie Dr., Kingman, AZ. 86401**. Pursuant to the Americans with Disabilities Act (ADA) Hackberry Elementary School District #3 endeavors to ensure the accessibility of all its programs, facilities, and services to all persons with disabilities. If you need accommodations for this meeting, please contact the Cedar Hills School front office at (928) 692-0013 at least 24 hours prior to the scheduled time. When necessary, the Board may vote to hold an Executive Session, which shall not be open to the public, for discussion and consultation for legal advice regarding any of the agenda items (A.R.S. 38-431.03(A)(3), to discuss personnel matters (A.R.S. 38-431.03(A)(1), records exempt by law from public inspection (A.R.S. 38-431.03(A)(2), or for legal advice and consultation regarding pending or contemplated litigation (A.R.S. 38-431.03(A)(4). The agenda for the meeting will be posted October 9, 2025, as follows.

---

**Agent of the Governing Board, Christina Ramirez, Superintendent/Principal**

**REGULAR BOARD MEETING AGENDA:**

**I. Opening Items**

**A. Call to Order**

**B. Roll Call**

**C. Pledge of Allegiance**

**D. Moment of Silence**

**E. Call the Audience**

**1. Open**

Open Call to the Public: Members of the public may address the Governing Board on any topic for up to 3 minutes. Time may be extended through one person yielding their time to speaker. By law the Board cannot respond. However, the topic may be added to the agenda of a future meeting. Visitors must complete the form and give it to the clerk prior to the start of the meeting.

**2. Limited to the agenda items only**

Limited Call to the Public: Members of the public may address the Board on any specific agenda item(s) for up to 3 minutes. Time may be extended through one person yielding their time to the speaker. Visitors must Complete the form and give it to the clerk prior to the start of the meeting.

**F. Approval of the Board Agenda**

**II. Reports**

**A. Business Manager-Sam Dell**

- Financial Report
- Budget FY26 update
- FY24 Financial Audit

- B. School Board
- C. Administrator – Christina Ramirez
  - Attendance
  - Celebrating Success

### III. **Consent Agenda**

*Consent Agenda – All those items listed below may be enacted by one motion and approved as consent agenda items. Any item may be removed from the consent agenda and considered separately if a member of the governing board requests.*

- A. Approval of the Regular Board Meeting Minutes September 9, 2025
- B. Approval of the Special Board Meeting Minutes September 29, 2025
- C. Approval of Donations – recognizing St. Mary’s Food Bank and Mohave County Department of Public Health
- D. Approval of Accounts Payable Vouchers 2660, 2661
- E. Approval of Payroll Vouchers 2607, 2608

### IV. **Old Business**

- A. Discussion and possible action on Auditor General – Corrective Action Plan Report - Update on withheld funds
- B. Discussion and possible action regarding Social Security letters to the district regarding FY23 and FY24
- C. Discussion and possible action regarding the SFD Kitchen Fire System Grant
- D. Discussion and possible action on 2<sup>nd</sup> Read of  
Advisory Policies #'s 792 – 800
  - No. 792 ..... Policy BBBA — Board Member Qualifications  
**Request to adopt the revised policy**
  - No. 793 ..... Policy GCF — Professional Staff Hiring  
**Request to adopt the revised policy**
  - No. 794 ..... Policy GDF — Support Staff Hiring  
**Request to adopt the revised policy**
  - No. 795 ..... Policy IHA — Basic Instructional Program  
**Request to adopt the revised policy**
  - No. 796 ..... Policy IKF — Graduation Requirements  
**Request to delete the policy on the basis the district does not have a high school**

No. 797 .....Policy JFABC — Admission of Transfer Students

**Request to adopt the original policy**

No. 798 ..... Policy JFB — Open Enrollment

Regulation JFB-R — Open Enrollment

**Request to adopt the revised policies with the changes of the date March 15th**

No. 799 ..... Policy JHD — Exclusions and Exemptions from  
School Attendance

Regulation JHD-R — Exclusions and Exemptions from  
School Attendance

Exhibit JHD-EA — Exclusions and Exemptions from School  
Attendance

Exhibit JHD-EB — Exclusions and Exemptions from School Attendance

**Request to adopt the revised policies**

No. 800 ..... Regulation JLCD-R — Medicines / Administering  
Medicines To Students

**Request to adopt the revised policy**

C. Discussion and possible action on 2<sup>nd</sup> Read of Advisory Policies #'s 801-807

No. 801..... Policy BAA — Evaluation of School Board /  
Board Self-Evaluation

**Request to keep the adopted policy that is dated July, 14, 2025**

No. 802 ..... Policy DJE — Bidding / Purchasing Procedures

Regulation DJE-R Bidding / Purchasing Procedures

**Requested to delete Policies No 802 and adopt Policy Advisory No 959 DJE –  
Bidding /Purchasing Procedures.**

No. 803 ..... Policy GCFC — Professional Staff Certification and  
Credentialing Requirements

Exhibit GCFC-E — Professional Staff Certification and  
Credentialing Requirements

**Request to adopt the revised policies**

No. 804 .....Policy GDFA — Support Staff Qualifications and  
Requirements

Exhibit GDFA-E — Support Staff Qualifications and  
Requirements

**Request to adopt the revised policies**

No. 805 ..... Policy IGA — Curriculum Development

**Request to adopt the original with changes**

No. 806 .....Policy IMG — Animals in Schools

Regulation IMG-R — Animals in Schools

**Request to adopt the revised policies**

No. 807 ..... Regulation JLCD-R — Medicines / Administering  
Medicines To Students

**Request to adopt the revised policy**

E. Discussion and possible action on 2<sup>nd</sup> Read Advisory Policies #'s 809-818

No. 809 .....Policy A — District Mission and Belief Statement

**Request to adopt the revised policy with our own mission and vision statement**

No. 810 .....Policy AA — School District Legal Status

**DELETED** Exhibit AA-E — School District Legal Status

**Request to adopt our original policies and do not delete AA-E**

No. 811 ..... Policy ABA — Community Involvement in Education

**Request to adopt the revised policy with changes**

No. 812 .....Policy ABAA — Parental Involvement

**Request to adopt the revised policy**

No. 813 .....Policy AC — Nondiscrimination / Equal Opportunity

Regulation AC-R — Nondiscrimination / Equal Opportunity

Exhibit AC-E – Nondiscrimination / Equal Opportunity

**Request to adopt the revised policies**

No. 814 .....Policy ACA – Sexual Harassment

**Request to adopt the original policy**

Regulation ACA-R – Sexual Harassment

Exhibit ACA-E — Sexual Harassment

**Request to adopt the revised policies**

No. 815.....Policy ACAA – Title IX Sex Discrimination

Regulation ACAA-R – Title IX Sex Discrimination

**Request to not adopt these policies**

No. 816 **DELETED** .....Policy AD — Education Philosophy/

School District Mission

**Request to delete this policy**

No. 817 ..... Policy GBK — Staff Grievances

**Request to adopt the revised policy**

No. 818 .....Policy JII — Student Concerns, Complaints, and

Grievances

**Request to adopt the revised policy**

E. Discussion and possible action on 2<sup>nd</sup> Read of Advisory Policies #'s 909 – 914

No. 909 ..... Policy EB — Environmental and Safety Program

**Request to adopt the revised policy**

No. 910 ..... Policy GCQF — Discipline, Suspension and  
Dismissal of Professional Staff Members

**Request to adopt the revised policy**

No. 911 ..... Policy IKF — Graduation Requirements

**Request to delete this policy the district does not have a high school**

No. 912 ..... Policy JLC — Student Health Services and  
Requirements

**Request to adopt the original policy**

No. 913 ..... Policy JLCD — Medicines/Administering  
Medicines to Students

**Request to adopt the revised policy**

No. 914 .....Policy JLF — Reporting Child Abuse/Child  
Protection

**Request to adopt the revised policy**

F. Discussion and possible action to approve the 2nd Read of Advisory Policies #'s  
915-916

No. 915 .....Policy GDFA — Support Staff Qualifications and  
Requirements

**Request to adopt the revised policy**

No. 916 ....Policy IKF — Graduation Requirements (Additional language  
for Accommodation Schools Only)

**Request to delete the policy as the district does not have a high school**

**V. New Business**

A. Discussion and possible action on approval of the Annual Financial Report FY 25

B. Discussion and possible action of water quality report

C. Discussion and possible action to approve Policy DA Fiscal Management  
Goals/Priority Objectives

D. Discussion and possible action to approve the 1<sup>st</sup> Read of Advisory Policies #'s  
917 – 958

No. 917 ..... Policy EA — Support Services Goals /Priority  
Objectives

**Request to adopt the original policy with no changes**

No. 918 ..... Regulation EB-R — Environmental and Safety Program

**Request to adopt the revised policy**

No. 919 ..... **DELETED** Policy EBAA — Reporting Hazards /Warning  
Systems

**DELETED** Regulation EBAA-R — Reporting Hazards /  
Warning Systems

**Request to delete the policies**

No. 920 ..... NEW Policy EBAB — Hazardous Materials

NEW Regulation EBAB-R — Hazardous Materials

**Request to adopt the new policies**

No. 921 ..... Policy EBBB — Accident Reports

Regulation EBBB-R — Accident Reports

**Request to adopt the revised policies**

No. 922 ..... Policy EBC — Emergencies

NEW Regulation EBC-R — Emergencies: Response  
Plans and School Closings

**Request to adopt the new policies**

No. 923 ..... **DELETED** Policy EBCD — Weather – Related and Emergency  
Closings

**DELETED** Regulation EBCD-R — Weather – Related and  
Emergency Closings

**Request to delete the policies**

No. 924 ..... Policy ECA — Security

Regulation ECA-R — Security

**Request to adopt the revised policies**

No. 925 ..... Policy ECAC — Vandalism

Regulation ECAC-R — Vandalism

**Request to adopt the revised policies**

No. 926 ..... Policy ECB — Building and Grounds Maintenance

**Request to adopt the revised policy**

No. 927 ..... **DELETED** Policy ED — Materials and Equipment  
Management

**Request to delete the policy**

No. 928 ..... Policy EDB — Maintenance and Control of Materials and Equipment  
Regulation EDB-R — Maintenance and Control of Materials and Equipment

**Request to adopt the revised policy**

No. 929..... **DELETED** Policy EDDBA — Maintenance and Control of Instructional Materials

**Request to delete the policy**

No. 930 ..... Policy EDC — Authorized Use of School - Owned Materials and Equipment

**Request to adopt the revised policy**

No. 931 ..... Policy EE — Transportation Services

**Request to adopt the revised policy**

No. 932 ..... NEW Policy EEA — Student Transportation NEW  
Regulation EEA-R — Student Transportation

**Request to adopt the new policies**

No. 933 ..... **DELETED** Policy EEAA — Walkers and Riders

**Request to delete the policy**

No. 934 ..... Policy EEAE — Bus Safety Program  
Regulation EEAE-R — Bus Safety Program  
Exhibit EEAE-EA — Bus Safety Program  
Exhibit EEAE-EB — Bus Safety Program

**Request to adopt the revised policies**

No. 935 ..... Policy EEAEA — Bus Driver Requirements, Training and Responsibilities  
NEW Regulation EEAEA-R – Bus Driver Requirements, Training and Responsibilities

**Request to adopt the revised changes and new policy**

No. 936 ..... **DELETED** Policy EEAEAA — Drug and Alcohol Testing of Transportation Employees  
**DELETED** Regulation EEAEAA-R — Drug and Alcohol Testing of Transportation Employees  
**DELETED** Exhibit EEAEAA-E — Drug and Alcohol Testing of Transportation Employees

**Request to delete the policies**

No. 937 ..... Policy EEAEAB — Bus Purchasing and Maintenance

**Request to adopt the revised policy**

No. 938 ..... **DELETED** Policy EEAEAC — Student Conduct on School Buses

**Request to delete the policy**

No. 939 ..... **DELETED** Policy EEAF — Special Use of Buses  
**Request to delete the policy**

No. 940 ... **DELETED** Policy EEAG — Student Transportation in Private Vehicles  
**DELETED** Regulation EEAG-R — Student Transportation in Private Vehicles

**Request to delete the policies**

No. 941 ..... Policy EEB — Business and Personnel Transportation Services

**Request to adopt the revised policy**

No. 942 ..... **DELETED** Policy EEBD — Business Transportation Records and Reports

**Request to delete the policy**

No. 943 ..... Policy EF — Food Services  
Regulation EF-RA — Food Services  
NEW Regulation EF-RB — Food Services

**Request to adopt the revised policies**

No. 944 ..... **DELETED** Policy EFC — Free and Reduced - Price Food Services  
**DELETED** Regulation EFC-R — Free and Reduced – Price Food Services

**Request to delete the policies**

No. 945 ..... NEW Policy EFD — Pricing of and Payment for Food Services

**Request to adopt the new policy**

No. 946 ..... **DELETED** Policy EFDA — Collection of Money /Food Tickets  
**Request to delete the policy**

No. 947 ..... **DELETED** Policy EFE — Competitive Food Sales /Vending Machines

**Request to delete the policy**

No. 948 ..... **DELETED** Policy EG — Office Services  
**Request to delete the policy**

No. 949 ..... Policy EGAD — Copyright Compliance  
**Request to adopt the revised policy**

No. 950 ..... Policy EGAE — Mail and Delivery Services  
**Request to adopt the revised policy**

No. 951 ..... Policy EGAEA — Electronic Mail  
NEW Regulation EGAEA-R – Electronic Mail

**Request to adopt the revised policy and the new policy**



No. 952 ..... Policy EGD — Use of Technology in Office Services  
**Request to adopt the revised policy**

No. 953 ..... Policy EHB — Data / Records Retention  
Regulation EHB-R — Data / Records Retention  
**Request to adopt the revised policies**

No. 954 ..... Policy FA — Facilities Development Goals /Priority  
Objectives  
**Request to adopt the revised policy**

No. 955 ..... Policy FCB — Retirement of Facilities  
**Request to adopt the revised policy**

No. 956 ..... Policy FEA — Educational Specifications for Construction  
**Request to adopt the revised policy**

No. 957 ..... Policy FF — Naming Facilities  
**Request to adopt the revised policy**

No. 958 ..... Policy GBEB — Staff Conduct  
**Request to adopt the revised policy**

### **Announcements**

- A. Input of items for next board meeting -please email Christina Ramirez, [cramirez@hesd.net](mailto:cramirez@hesd.net)  
\*\*\* Requests must be made five (5) business days prior to the creating of the Agenda\*\*\*

### **Adjournment**

Scheduled Future Meetings:

November 11, 2025

The agenda will be posted on the bulletin board outside of the District Office and our District Website [www.hesd.net](http://www.hesd.net)  
CERTIFICATION OF POSTING OF NOTICE OF A REGULAR MEETING OF THE HACKBERRY ELEMENTARY  
SCHOOL DISTRICT#3 GOVERNING BOARD The undersigned hereby certifies that a copy of the attached notice was  
duly posted at the Hackberry Elementary School District Office, 9501 Nellie Drive Kingman Az 86401 on October 9,  
2025.