

**HACKBERRY ELEMENTARY SCHOOL DISTRICT #3**  
**GOVERNING BOARD REGULAR MEETING MINUTES**  
CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401  
Tuesday, October 10, 2023 @ 4:00 pm

1. **Call to Order: Leanne Donason @ 4:00 pm**
2. **Roll Call: Leanne Donason, Pamela Adams, Valerie Grimes, Clint Owen, Christina Ramirez, Joni Bullock, Deb Warren(google meets). Tammy Herrera absent.**
3. **Pledge of Allegiance:**
4. **Moment of Silence:**
5. **Call to the Audience:** (The Board will listen to any comment from the public but will not respond except as permitted by A.R.S. 38-431.01(G). The Board may refer the item to the administration or request to have it placed on a future agenda)  
**Kenneth Barth requested to address the board. Change of law regarding payments made by Hackberry ESD #3 to Kingman Unified School District for students in Grades 9-12 who reside in the Hackberry ESD #3. Also, availability of obtaining information relevant to Hackberry. Deb Warren, District Administrator's, email address was provided for communication.**
6. Approval of Regular Board Meeting Minutes September 12, 2023  
**Motioned by Clint Owen, 2nd by Valerie Grimes**

**Passed 4-0**
7. **Reports:**
  - A. Business Manager- Will discuss AFR-Item #11
  - B. School Board- Leanne Donason asked about the security cameras and installation of. Christina Ramirez stated that the security cameras are scheduled with Verkada for October 23, 2023 pending the equipment is ordered which requires 50% of total cost. Meeting is scheduled with Mutualink (Ben) on October 17, 2023 to schedule training and roll out. Leanne Donason wanted to know about the middle school program

from AZYP, Loving My Future. Deb Warren stated that the middle school program will be put on the December board agenda. The program, if approved by the board, will start in January and will be completed by the end of the spring semester.

Ms. Ramirez shared an email that was sent to her by Steve Chestnut, Regional Search Consultant. He is a mentor provided by Elevate (leadership program) that spent two days onsite. He was very impressed with Ms. Ramirez's leadership skills and teamwork amongst the staff. He recognized Ms. Ramirez's involvement of all aspects of the school day, and the positive learning environment in each classroom with engaged students. Steve also commented on how the classified employees are so involved with student learning.

Ms. Warren explained the CSI-LA result letter received from the Arizona Department of Education. It states that Cedar Hills School has been exited from Comprehensive Support and Improvement-Low Achievement. The final letter grade has not been posted yet, but preliminary scores demonstrate a significant improvement in student achievement.

Ms. Warren provided information on the responses to The Joint Legislative Audit Committee (JLAC) and will continue to update the board as needed. Revisions have been made since the meeting That was attended on September 13, 2023.

8. Approval of Routine Orders of Business:  
Any Board member may request that an item be pulled off the agenda for further discussion.
  - A. Expense Vouchers- **2456, 2457, 2458**  
**Motioned by Pam Adams, 2nd by Clint Owen**  
**Passed 4-0**
  - B. Payroll Vouchers- **2407, 2408, 2409**  
**Motioned by Pam Adams, 2nd by Valerie Grimes**  
**Passed 4-0**
9. Approve Joni Bullock for Student Activity Funds Secretary for The 2023-24 SY  
**Motioned by Leanne Donason, 2nd by Pam Adams**  
**Passed 4-0**
10. Approve Bus Maintenance Plan provided by the School Facilities

Board for the 2023-24 SY. To include:  
Pre and Post Inspection  
Daily Mileage Log  
Quarterly Maintenance and/or 3500 miles driven

**Motioned by Clint Owen, 2nd by Pam Adams**

**Passed 4-0**

11. Approve Annual Financial Report (AFR)  
Joni Bullock explained page 5, Title grants. Hackberry ESD #3 is continuing to stay within the budget and have a rollover to start the school year.

**Motioned by Clint Owen, 2nd by Pam Adams**

**Passed 4-0**

12. Approve Oculens-Classroom Site Fund (Prop 301 funding) for staff

**Motioned by Pam Adams, 2nd by Clint Owen**

**Passed 4-0**

13. Approve the following Student Council fundraisers. List provided.

**Motioned by Pam Adams, 2nd by Clint Owen**

**Passed 4-0**

14. Approve TNT Auto Center quote for auto repairs on 1994 Chevrolet pickup truck.

**Tabled until the next board meeting due to the high costs for repairs.**

**Going to ask TNT to revise the quote and prioritize repairs.**

15. ASBA Policy Advisories 748-762

**1st read only**

16. ASPIRE: A smoking prevention interactive educational resource

**Put on November board agenda for discussion/action**

**Discussion only**

17. **Adjourn: 4:47 pm**

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**Leanne Donason, Governing Board President**

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**Date**

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.

