

NOTICE OF PUBLIC MEETING
HACKBERRY ELEMENTARY SCHOOL DISTRICT #3
GOVERNING BOARD SPECIAL MEETING
CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401
Monday, June 22, 2026 @ 9:00 AM

SPECIAL BOARD MEETING MINUTES:

I. Opening Items

A. Call to Order: Leanne Donason @ 9:06 AM

B. Roll Call: Leanne Donason, Pam Adams, Tammy Herrera, Valerie Grimes, Samuel Dell, Christina Ramirez

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 Special Board Agenda

First Motion of the approval of the Special Board Meeting Agenda by Tammy Herrera, 2nd Motion by Pam Adams **Passed 4-0**

II. Reports

A. Business Manager – Sam Dell expressed that he will bring a revision in September of the budget.

B. School Board

C. Administrator

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

B. Approval of the

C. Approval of Donation List

D. Approval of Accounts Payable Vouchers

E. Approval of Payroll Vouchers

IV. Old Business

- A. Discussion and possible action of the presentation of the High School-update
Updated the status of the high school. It will not happen for this coming school year but waiting on direction that the district has to take to continue our efforts of getting a high school approved.

V. New Business

- A. Discussion and possible action of the 1st Read of Advisory Policies 961-1046

- Policy Advisory No. 961 **DELETED** Policy GA — Personal Goals /Priority Objectives
- Policy Advisory No. 962 Policy GB — General Personnel Policies
- Policy Advisory No. 963Policy GBA — Equal Employment Opportunity
Regulation GBA-R — Equal Employment Opportunity
Exhibit GBA-E — Equal Employment Opportunity
- Policy Advisory No. 964 Policy GBAC — Indian Preference in Employment
- Policy Advisory No. 965**DELETED** Policy GBB — Staff Involvement in Decision Making
- Policy Advisory No. 966Policy GBEA — Staff Ethics
NEW Regulation GBEA-R Ethics and Code of Conduct
NEW Exhibit GBEA-E Ethics and Code of Conduct
- Policy Advisory No. 967 Policy GBEAA — Staff Conflict of Interest
Exhibit GBEAA-E — Staff Conflict of Interest
- Policy Advisory No. 968**DELETED** Policy GBEB — Staff Conduct
DELETED Regulation GBEB-R — Staff Conduct
DELETED Exhibit GBEB-E — Staff Conduct
- Policy Advisory No. 969 Policy GBEBB — Staff Conduct with Students
- Policy Advisory No. 970Policy GBEBC — Gifts to and Solicitations by Staff Members
- Policy Advisory No. 971Policy GBEC — Drug - Free Workplace
NEW Regulation GBEC-R — Drug - Free Workplace
Exhibit GBEC-EA — Drug - Free Workplace
DELETED Exhibit GBEC-EB — Drug - Free Workplace
- Policy Advisory No. 972 ..**DELETED** Policy GBECA — Nonmedical Use or Abuse of Drugs or Alcohol
- Policy Advisory No. 973 **DELETED** Policy GBECB — Alcohol Use by Staff Members

Policy Advisory No. 974 Policy GBED — Smoking by Staff Members

Policy Advisory No. 975Policy GBEF — Staff Use of Digital Communications and Electronic Devices

Policy Advisory No. 976 **DELETED** Policy GBEFA — Staff Use of Digital Wireless Communications or Electronic Devices While Operating a Motor Vehicle

Policy Advisory No. 977**NEW** Policy GBGA — Health
NEW Regulation GBGA-RA — Health
NEW Regulation GBGA-RB —Health
NEW Exhibit GBGA-EA — Health
NEW Exhibit GBGA-EB — Health

Policy Advisory No. 978**DELETED** Policy GBGB — Staff Personal Security and Safety
DELETED Regulation GBGB-R — Staff Personal Security and Safety

Policy Advisory No. 979 **DELETED** Policy GBGC — Employee Assistance
DELETED Exhibit GBGC-E — Employee Assistance

Policy Advisory No. 980**DELETED** Policy GBGCA — Wellness Programs
DELETED Regulation GBGCA-R — Wellness Programs

Policy Advisory No. 981**DELETED** Policy GBGCB — Staff Health and Safety
DELETED Exhibit GBGCB-E — Staff Health and Safety

Policy Advisory No. 982Policy GBGD — Workers’ Compensation
Regulation GBGD-R — Workers’ Compensation
Exhibit GBGD-E — Workers’ Compensation

Policy Advisory No. 983Policy GBI — Staff Participation in Political Activities

Policy Advisory No. 984Policy GBJ — Personnel Records and Files
NEW Regulation GBJ-R —Personnel Records and Files
DELETED Exhibit GBJ-E — Personnel Records and Files

Policy Advisory No. 985Policy GBK — Staff Grievances
Regulation GBK-R — Staff Grievances
Exhibit GBK-EA — Staff Grievances
Exhibit GBK-EB — Staff Grievances
Exhibit GBK-EC — Staff Grievances
Exhibit GBK-ED — Staff Grievances
Exhibit GBK-EE — Staff Grievances

Policy Advisory No. 986Policy GBP — Prohibited Personnel Practices

**First Motion to approve the deletion, revised, and/or new Policy Advisory
No. 961 – 986 by Pam Adams, 2nd Motion by Valerie Grimes Passed 4-0**

Policy Advisory No. 987**DELETED** Policy GCA — Professional Staff
Positions

Policy Advisory No. 988Policy GCB — Professional Staff Contracts
and Compensation

Policy Advisory No. 989Policy GCBA — Professional Staff
Salary Schedules

Policy Advisory No. 990**DELETED** Policy GCBC — Professional
Staff
Supplementary Pay Plans

Policy Advisory No. 991**DELETED** Policy GCBD — Professional
Staff
Fringe Benefits

Policy Advisory No. 992**DELETED** Policy GCC — Professional / Support Staff
Leaves and Absences

**First Motion to approved the deletion, revised, and/or new Policy Advisory
No. 987 – 992 by Valerie Grimes, 2nd Motion by Tammy Herrera
Passed 4-0**

Policy Advisory No. 993Policy GCCA — Professional / Support Staff
Sick Leave
NEW Regulation GCCA-RA Types of Leaves
NEW Regulation GCCA-RB Types of Leaves
NEW Regulation GCCA-RC Types of Leaves
NEW Exhibit GCCA-E Types of Leaves

Policy Advisory No. 994 ...**DELETED** Policy GCCB — Professional / Support Staff
Personal / Emergency / Religious Leave

Policy Advisory No. 995 ...**DELETED** Policy GCCC — Professional / Support Staff
Leaves of Absence without Pay
DELETED Exhibit GCCC-EA — Professional / Support Staff
Leaves of Absence without Pay
DELETED Exhibit GCCC-EB — Professional / Support Staff
Leaves of Absence without Pay
DELETED Exhibit GCCC-EC — Professional / Support Staff
Leaves of Absence without Pay
DELETED Exhibit GCCC-ED — Professional / Support Staff
Leaves of Absence without Pay
DELETED Exhibit GCCC-EE — Professional / Support Staff
Leaves of Absence without Pay

- Policy Advisory No. 996 ...**DELETED** Policy GCCC — Professional / Support Staff
Leaves of Absence without Pay
(Fewer than 50 Employees)
- Policy Advisory No. 997 ...**DELETED** Policy GCCD — Professional / Support Staff
Military / Legal Leave
DELETED Exhibit GCCD-E — Professional / Support Staff
Military / Legal Leave
- Policy Advisory No. 998 ...**DELETED** Policy GCCE — Professional / Support Staff
Conferences / Visitations / Workshops
- Policy Advisory No. 999**DELETED** Policy GCCF — Sabbatical Leave
- Policy Advisory No. 1000 **DELETED** Policy GCCG — Professional Staff Voluntary
Transfer of Accrued Sick Leave
DELETED Regulation GCCG-RA — Professional Staff Voluntary
Transfer of Accrued Sick Leave
DELETED Regulation GCCG-RB — Professional Staff Voluntary
Transfer of Accrued Sick Leave
- Policy Advisory No. 1001 **DELETED** Policy GCCH — Professional / Support Staff
Bereavement Leave
- Policy Advisory No. 1002 ..**DELETED** Policy GCD — Professional Staff Vacations
and Holidays
**First Motion not to approve the deletion, revised, and/or new but keep our
original for Policy Advisory No. 993-1002 by Pam Adams, 2nd Motion by
Valerie Grimes** **Passed 4-0**
- Policy Advisory No. 1003Policy GCF — Professional Staff Hiring
Regulation GCF-R — Professional Staff Hiring
Exhibit GCF-EA — Professional Staff Hiring
Exhibit GCF-EB — Professional Staff Hiring
Exhibit GCF-EC — Professional Staff Hiring
Exhibit GCF-ED — Professional Staff Hiring
NEW Exhibit GCF-EE – Hiring
NEW Exhibit GCF-EF — Hiring
- Policy Advisory No. 1004 Policy GCFC — Professional Staff Certification
and Credentialing Requirements
Exhibit GCFC-E — Professional Staff Certification
and Credentialing Requirements
- Policy Advisory No. 1005 **DELETED** Policy GCFE — Professional / Support Staff
Hiring – Oath of Office
DELETED Exhibit GCFE-E — Professional / Support Staff
Hiring – Oath of Office

- Policy Advisory No. 1006Policy GCG — Time and Substitute Professional Staff Employment
- Policy Advisory No. 1007 **DELETED** Policy GCGB — Arrangements for Substitute Staff Members
DELETED Regulation GCGB-R — Arrangements for Substitute Staff Members
- First Motion to approved the deletion, revised, and/or new Policy Advisory No. 1003-1007 by Tammy Herrera, 2nd Motion by Pam Adams Passed 4-0**
- Policy Advisory No. 1008Policy GCH — Professional / Support Staff Orientation and Training
- Policy Advisory No. 1009 **DELETED** Policy GCI - Professional Staff Development
- Policy Advisory No. 1010 **DELETED** Policy GCJ — Professional Staff Probationary and Continuing Status
- Policy Advisory No. 1011 Policy GCK — Professional Staff Assignments and Transfers
- Policy Advisory No. 1012 ..**DELETED** Policy GCL — Professional Staff Schedules and Calendars
- Policy Advisory No. 1013 **DELETED** Policy GCMC — Professional Staff Meetings
- Policy Advisory No. 1014Policy GCMF — Professional Staff Duties and Responsibilities
NEW Regulation GCMF-RA – Duties and Responsibilities
NEW Regulation GCMF-RB – Duties and Responsibilities
- Policy Advisory No. 1015Policy GCO — Evaluation of Professional Staff Members
Regulation GCO-RA — Evaluation of Professional Staff Members
DELETED Regulation GCO-RB — Evaluation of Professional Staff Members
NEW Exhibit GCO-E – Evaluations and Contracts
- Policy Advisory No. 1016 **DELETED** Policy GCP — Professional Staff Promotions
- Policy Advisory No. 1017Policy GCQA — Professional Staff Reduction in Force
- Policy Advisory No. 1018Policy GCQC — Resignation of Professional Staff Members
- Policy Advisory No. 1019 **DELETED** Policy GCQE — Retirement of Professional / Support Staff Members

**First Motion to approve the deletion, revised, and/or new Policy Advisory
No. 1008 – 1019 by Tammy Herrera, 2nd Motion by Valerie Grimes**

Passed 4-0

Policy Advisory No. 1020Policy GCQF — Discipline, Suspension, and
Dismissal of Professional Staff Members
NEW Regulation GCQF-RA – Discipline, Suspension, and Dismissal
NEW Regulation GCQF-RB – Discipline, Suspension, and Dismissal

Policy Advisory No. 1021Policy GCR — Nonschool Employment by
Professional Staff Members

Policy Advisory No. 1022Policy GCRD — Tutoring for Pay
**First Motion to approve the revised Policy Advisory No. 1020 – 1022 by Pam
Adams, 2nd Motion by Valerie Grimes** **Passed 4-0**

Policy Advisory No. 1023Policy GCS — Professional Research and Publishing
**First Motion to approve the Policy Advisory No. 1023 by Pam Adams, 2nd
Motion by Tammy Herrera** **Passed 4-0**

Policy Advisory No. 1024**DELETED** Policy GDA — Support Staff Positions

Policy Advisory No. 1025**DELETED** Policy GDB — Support Staff Contracts
and Compensation

Policy Advisory No. 1026**DELETED** Policy GDBA — Support Staff Salary

Policy Advisory No. 1027 **DELETED** Policy GDBC — Support Staff
Supplementary Pay / Overtime

Policy Advisory No. 1028 **DELETED** Policy GDBD - Support Staff Fringe Benefits

Policy Advisory No. 1029 **DELETED** Policy GDCG — Support Staff Voluntary
Transfer of Accrued Sick Leave
DELETED Regulation GDCG-R — Support Staff Voluntary Transfer
of Accrued Sick Leave

Policy Advisory No. 1030**DELETED** Policy GDD — Support Staff Vacations
and Holidays

**First Motion to not approve the deleted Policy Advisory No. 1024 – 1030 by
Tammy Herrera, 2nd Motion by Pam Adams** **Passed 4-0**

Policy Advisory No. 1031**DELETED** Policy GDF — Support Staff Hiring
DELETED Regulation GDF-R — Support Staff Hiring
DELETED Exhibit GDF-EA — Support Staff Hiring
DELETED Exhibit GDF-EB — Support Staff Hiring
DELETED Exhibit GDF-EC — Support Staff Hiring
DELETED Exhibit GDF-ED — Support Staff Hiring
DELETED Exhibit GDF-EE — Support Staff Hiring

**First Motion to not approved the deletion, revised, and/or new of Policy
Advisory No. 1031 by Pam Adams, 2nd Motion by Tammy Herrera
Passed 4-0**

Policy Advisory No. 1032 **DELETED** Policy GDFA — Support Staff Qualifications
and Requirements
DELETED Exhibit GDFA-E — Support Staff Qualifications
and Requirements

Policy Advisory No. 1033**DELETED** Policy GDG — Part-Time and Substitute
Support Staff Employment

Policy Advisory No. 1034 **DELETED** Policy GDJ — Support Staff Assignments
and Transfers

Policy Advisory No. 1035**DELETED** Policy GDK — Support Staff Schedules
and Calendars

Policy Advisory No. 1036**DELETED** Policy GDL — Support Staff Workload
DELETED Regulation GDL-R — Support Staff Workload

Policy Advisory No. 1037**DELETED** Policy GDLB — Support Staff Meetings

Policy Advisory No. 1038**DELETED** Policy GDN — Supervision of Support
Staff Members

Policy Advisory No. 1039**DELETED** Policy GDO — Evaluation of Support
Staff Members
DELETED Exhibit GDO-EA — Evaluation of Support
Staff Members
DELETED Exhibit GDO-EB — Evaluation of Support
Staff Members

Policy Advisory No. 1040**DELETED** Policy GDP — Support Staff Promotions
and Reclassification

Policy Advisory No. 1041**DELETED** Policy GDQA — Support Staff Reduction
In Force

Policy Advisory No. 1042**DELETED** Policy GDQB — Resignation of Support
Staff Members

Policy Advisory No. 1043 **DELETED** Policy GDQD — Discipline, Suspension, and
Dismissal of Support Staff Members

Policy Advisory No. 1044**DELETED** Policy GDR — Nonschool Employment by
Support Staff Members

**First Motion to approve the deletion of Policy Advisory No. 1032 – 1044 by
Valerie Grimes, 2nd Motion by Pam Adams
Passed 4-0**

Policy Advisory No. 1045 ...Policy ECAC — Vandalism and Reporting Suspected Crimes
Regulation ECAC-R — Vandalism and Reporting Suspected Crimes
**First Motion to approved the Policy Advisory No. 1045 by Pam Adams, 2nd
Motion by Tammy Herrera Passed 4-0**

Policy Advisory No. 1046Policy IHAL — Teaching About Religion
**First Motion to table the approval of Policy Advisory for the next board
meeting for a 2nd reading on July 14, 2026 by Pam Adams, 2nd Motion by
Valerie Grimes Passed 4-0**

Announcements

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

Adjournment: 10:15 AM

Scheduled Future Meetings:
July 14, 2026

The agenda will be posted on the bulletin board outside of the District Office and our District Website 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 June 4, 2026.