**HACKBERRY ELEMENTARY SCHOOL DISTRICT NO. 3**

Minutes

**October 11, 2022**

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 Board Meeting on Tuesday, October 11, 2022, at 4:00 p.m. The board may also vote to hold an executive session which shall not be open to the public pursuant to A.R.S. 38-431 (A) (1) for discussion/consideration

REGULAR GOVERNING BOARD MEETING

of personnel or A.R.S. 38-431 (A)(3) for legal advice from the district’s attorney on any matter on this agenda.

# **REGULAR BOARD MINUTES:**

**1.** **CALL TO ORDER**: Leanne Donason called meeting to order @ 4:00pm

**2**. **ROLL CALL**: Leanne Donason, Tammy Herrera, Lorie Cote, Mr. MacDonald

Joni Bullock, Karen Van Steen, Clint Owen (absent)

**3. PLEDGE OF ALLEGIANCE**: The Pledge of Allegiance

**4.** **MOMENT OF SILENCE**

**5.** **CALL TO THE PUBLIC**: None

**6.** Approval of previous board meeting minutes of September 13, 2022

Motion to approve made by Tammy Herrera seconded by Leanne Donason.

Passed in favor 3-0

**7.** **REPORTS**: INFORMATIONAL

**A.** BUSINESS MANAGER: None

**B.** SCHOOL BOARD REPORT: None

**C.** ADMINISTRATOR’S REPORT & RECOGNITIONS:

Total of 57 students enrolled

Mr. Mac recognized Alyse Cherry, food services director, for applying

for a USDA My Foods Program Favors. The program is specifically for

$2,000 of produce. The program made it possible for every student to

take home individual bags of fruits and vegetables.

We are getting new desktop computers for the computer lab. We need to

decide what to do with old desktop computers. Old ones were donated

by MCC several years ago. Need to find out if we can sell donated items

or if we need to donate them. NAU/ETC installing new ones on

Wednesday, October 12th.

Mr. MacDonald asked Ms. Joni if she had her doctors note giving

approval for her to work before surgery. She showed it to all members

and there is a copy in her employee file.

ADE has notified CHS that we are on a Comprehensive Support and

Improvement for Low achievement (CSI LA) or Improvement Plan due

to our AASA scores. Our schools scores were in red and yellow range,

which means minimally and partially proficient.

Update on annual board meeting schedule. Need to notify public if

meeting is rescheduled to a different date.

Clint Owen arrived late at 4:20pm.

Mr. Mac stated that according to the Board Meeting Schedule for the

SY 2022-23, the agenda is ready for review a week before the meeting.

If the board members have not called him before that date with an item

they want on the agenda, then they can bring it up at end of board

meeting and it will be added to the next month’s agenda. He doesn’t

want to have to call each member beforehand. (Stated this more than

once) He feels it is ridiculous to have to revise an agenda after he has

already made one. The Board President told Mr. Mac she was confused,

because the Administrator before had always called each board member

before they wrote the agenda, asking if they had anything they wanted

added to the agenda.

The present agenda, had to be updated because he felt Ms. Warren and

Ms. Joni didn’t meet the deadline. (Stated more than once)

We are falsifying information by not following

schedule. Online calendar needs to be updated when board changes date.

Mr. Mac stated that none of the board members have accepted his

invitation to Google Classroom where he posts everything. He is trying

to get us out of the 1980’s and get everything online. How can we be

an example to the students, if the board members aren’t doing it? He

feels he is using to much paper making all the copies he has to make for

each board member. We will have to cut down more trees if we are not

going to a digital format. (Stated more than once) Board members stated

they don’t have room on their phones to upload that much information.

Board President stated, she doesn’t understand why he was making

such an issue of this. Mr. Mac said if the members wanted him to call

them before he makes agenda, he will, however, he thinks they should

follow the schedule. Board president requested that all approved policies

be in hard copy for each board member.

Lee’s Uniform’s going out of business, so if we want to buy t-shirts we

should do it right away.

Awards assembly on October 20, and Harvest Festival on October 31.

Alyse has volunteers coming from AZYP to help with games in the

gym. Brian is making a haunted house in the library. Alyssa Prince is

doing the activities that involve the classrooms.

**8. APPROVAL OF ROUTINE ORDERS OF BUSINESS**

**A.** Approval of Expense Vouchers: **2308, 2309**

Motion to approve made by Tammy Herrera, seconded by Lorie Cote.

Passed in favor 4-0

**B.** Approval of Payroll Vouchers: **2206**

Motion to approve made by Tammy Herrera, seconded by Clint Owen.

Passed in favor 4-0.

**C.** Approval of Hackberry Elementary School District #3 FY22 Annual

Financial Report (AFR)

This report is actual amount of monies spent last year. Report went

to ADE.

Motion to approve made by Tammy Herrera, seconded by Lorie Cote.

Passed in favor 4-0.

**D.** Approval of Hackberry Elementary School District #3 FY22

Classroom Site Fund (CSF) Narrative

Information only - Board given example of what was paid last year.

If approved, for December and May, Mrs. Prince, Mrs. Ramirez and

Mrs. Raynor will receive it.

**9.** Approve Dell Chromebook & Charging Cart Quote to purchase

Tabled until we can determine if the chromebooks we bought last year

have a warranty on them.

**10.** Approve Hackberry Elementary School District Credit Card for Michael

MacDonald

Conflict of interest for person that approves purchases to approve their

own purchases.

**11.** Approve Weekly Deposit Mileage Reimbursement for Michael MacDonald

Since Alyse Cherry lives in town , she has volunteered to make deposits.

**12.** Approve a pay increase of .50 cents per hour for the K-2 Full Time

ParaEducator.

Motion to approve made by Tammy Herrera, seconded by Leanne Donason.

Passed in favor 4-0.

**13.** Approve Terry Dolan for the Project-Based Learning Professional

Development scheduled for October 21, 2022. One day at $500.00.

Ms. Warren explained via telephone that this teacher would be coming to

provide professional development for teachers to use in their multi-grade

classrooms. Will provide tools to complete projects that will include standards

across curricula. Encourage creative ideas to instruct the students and help

increase our overall grade.

Motion to approve made by Tammy Herrera and seconded by Lorie Cote.

Passed in favor 4-0.

Lorie Cote left meeting at 5:05pm

**14.** Approve the adoption of Policy Services Advisory No. 716:

JLDAB - Referrals to Other Agencies

JLDAB-R - Referrals to Other Agencies

JLDAB-E - Referrals to other Agencies

Motion to approve made by Tammy Herrera, seconded by Leanne Donason.

Passed in favor 3-0

**15.** **INFORMATIONAL ITEM AGENDA ITEM**

First Read of Policy Services Advisory No. 737 - 738

**16**. **INFORMATIONAL ITEM AGENDA ITEM**

Second Read of Policy Services Advisory No. 717 - 736

Change in Policy (ASBA) Policy Services Advisory

Policy Advisory No. 717 JRR — Student Surveys (NEW) Regulation JRR-R — Student Surveys

Policy Advisory No. 718 Policy KI — Visitors to Schools

Regulation KI-R — Visitors to Schools (NEW)

Exhibit KI-E — Visitors to Schools

Policy Advisory No. 719 Policy KB — Parental Involvement in Education

Regulation KB-R — Parental Involvement in Education

Exhibit KB-EB — Parental Involvement in Education

Policy Advisory No. 720 Policy IHAMB — Family Life Education (Review)

Regulation IHAMB-R — Family Life Education

Policy Advisory No. 721 Policy JLCB — Immunizations of Students

Regulation JLCB-R — Immunizations of Students

Exhibit JLCB-E — Immunizations of Students

Policy Advisory No. 722 Policy JLCC—Communicable Infectious Diseases

Policy Advisory No. 723 Policy GBGCB — Staff Health and Safety

Policy Advisory No. 724 Policy DIA — Accounting System

Policy Advisory No. 725 Policy IHA — Basic Instructional Program

Policy Advisory No. 726 Policy JLDA — School Counselors and Psychologists

Policy Advisory No. 727 Policy JICFA — Hazing

Exhibit JICFA-EB — Hazing

Policy Advisory No. 728 Policy IKF — Graduation Requirements

Policy Advisory No. 729 (NEW) Policy JJIA — Intramural Sports

Policy JJIB — Interscholastic Sports

Regulation JJIB-R—Interscholastic Sports © 2022 by ASBA

Policy Advisory No. 730 Policy EE – Transportation Services

Policy Advisory No. 731 Policy EEAEA – Bus Driver Requirements, Training, and Responsibilities

Policy Advisory No. 732 Policy JF – Student Admissions

Policy Advisory No. 733 Policy IJL – Library Materials Selection and Adoption

Regulation IJL-R —Library Materials Selection and Adoption

Policy Advisory No. 734 Policy IJNC — Resource Centers/Media Centers/School Libraries

(NEW) Regulation IJNC-R - Resource Centers/Media Centers/School Library

(NEW) Exhibit IJNC-E — Resource Centers/Media Centers/School Library

Policy Advisory No. 735 Policy IMD — School Ceremonies and Observances

Policy Advisory No. 736 Policy IMB — Teaching About Controversial/ Sensitive Issues

Two board members didn’t have copies, so they requested a copy of 717-736.

\*\*\*\*\*\*\*\*

Items to be put on next months agenda for meeting on November 8, 2022.

- Student Council

Board needs to approve fundraisers

- Field Trips

Possible local trips or trips that aren’t too costly.

- Bus rules

Need rules to keep better control on bus and have disciplinary actions in place

for degree of wrongdoing

- Have someone talk to students about 4-H

- Possibility of having police and fireman come out and talk to students about

responsibilites and maybe bring firetruck or have field trip to fire house.

- Discussion on new bill that gives parents money for homeschooling or private

school. How it will affect our school and paying tuition to students that go into

town. With the passing of this bill the school will have to pay tuition for all

students in this area that don’t attend here, even homeschooled students.

**17.** **ADJOURN**

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 accommodation for this meeting, please contact the Cedar Hills School office at (928) 692-0013.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Leanne Donason, Board President Date