

NOTICE OF PUBLIC MEETING
HACKBERRY ELEMENTARY SCHOOL DISTRICT #3
GOVERNING BOARD REGULAR MEETING
CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401

Tuesday July 8, 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, July 8, 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 July 3, 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. Public hearing for FY 2026 Adopted Budget

1. Call to the Audience – Budget questions

2. Close Public hearing

F. 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.

G. Approval of the Board Agenda

II. Reports

A. Business Manager-Sam Dell

- Financial Report
- Inventory Report
- Board Approval Calendar

B. School Board

C. Administrator – Christina Ramirez

- Set up for New School Year
- Future – Special Education
- Financial progress

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 June 10, 2025

B. Approval of Donations

C. Approval of Expense Vouchers 2583, 2584, 2585

D. Approval of Payroll Vouchers 2536, 2537, 2538, 2539

E. Approval of Disposal forms for inventory FY 25

F. Approval of Samuel Dell, Business Manager, as Students Activities Treasurer SY 25-26

G. Approval of Christina Ramirez and Samuel Dell as Administrators for the Wells Fargo Credit Card FY26

H. Approval of the Student Council Fundraisers for the First Semester for SY25-26

IV. Old Business

A. Discussion and possible action on Auditor General – Corrective Action Plan Report - Update on withheld funds

B. Discussion and possible action for RFP 2025.001 bids for audit

C. Discussion and possible action for second read for the approval of ASBA Policy Advisory #'s

906 – Policy IJNDB – Use of Technology Resources in Instruction

907 - Policy JLF – Reporting Child abuse/Child Protection

908 – Policy JR – Student Records

Regulation JR-R – Student Records

V. New Business

- A. Discussion and possible action to adopt the FY26 Budget
- B. Discussion and possible action to approve Stipend of \$5,000 for Debbie Lund as Lead Teacher/Mentor Teacher
- C. Discussion and possible action to approve Part-Time Custodian for SY 25-26 Magdalena Baker
- D. Discussion and possible action to approve the Administration Evaluation Tool SY 25-26
- E. Discussion and possible action to approve the revisions of the SY25-26 Student and Parent Handbook
- F. Discussion and possible action to approve the revisions of the SY25-26 Employee Handbook
- G. Discussion and possible action to approve the Cyber Incident Plan and Media Response Plan for the SY 25-26
- H. Discussion and possible action to approve the Emergency Operation Plan for the SY 25-26
- I. Discussion and possible action on 1st Read of Advisory Policy # 716
No. 716 - (New Policy) JLDAB — Referrals to Other Agencies
(New Regulation) Regulation JLDAB-R — Referrals to Other Agencies
(New Exhibit) Exhibit JLDAB-E --- Referrals to Other Agencies
- J. Discussion and possible action on 1st Read of Advisory Policy #'s 783-786
No. 783 - Policy JJE —Student Fund-Raising Activities
No. 784 - Exhibit JK-EA —Student Discipline
No. 785 - Exhibit KB-EB – Parental Involvement in Education
No. 786 - Policy KEC — Public Concerns/Complaints About Instructional Resources

- K. Discussion and possible action on 1st Read of Advisory Policy # 808
No. 808 - Regulation IHB-R — Special Instructional Programs
- L. Discussion and possible action on 1st Read of Advisory Policy #'s 819-862
No. 819 - Policy BA — School Board Operational Goals
No. 820 - Policy BAA – Evaluation of School Board /Board
 Self - Evaluation Exhibit BAA-E — Evaluation of School Board /Board
 Self – Evaluation
No. 821 - Policy BB — School Board Legal Status
No. 822 - Policy BBA — Board Powers and Responsibilities
 NEW Exhibit BBA-E - Board Powers and Responsibilities
No. 823 - DELETED Policy BBAA — Board Member Authority and
 Responsibilities
No. 824 - Policy BBBA – Board Member Qualifications
No. 825 - DELETED Policy BBBB – Board Member Oath of Office
 DELETED Exhibit BBBB-E – Board Member Oath of Office
No. 826 - DELETED Policy BBBC – Board Member Resignation
No. 827 - Policy BBBD – Board Member Removal from Office
No. 828 - DELETED Policy BBBE – Unexpired Term Fulfillment
No. 829 - Policy BCA — Board Member Ethics
No. 830 - Policy BCB – Board Member Conflict of interest
No. 831 - Policy BDA — Board Organizational Meeting
No. 832 - DELETED Policy BDB — Board Officers
No. 833 - Policy BDD — Board - Superintendent Relationship
No. 834 - Policy BDE — Board Committees
No. 835 - DELETED Policy BDF — Advisory Committees
No. 836 - Policy BDG — School Attorney
No. 837 - Policy BE — School Board
 Meetings NEW Exhibit BE-EA – School Board Meetings
 NEW Exhibit BE-EB – School Board Meetings
 NEW Exhibit BE-EC – School Board Meetings
No. 838 - DELETED Policy BEC — Executive Sessions / Open meetings
 DELETED Exhibit BEC-EA — Executive Sessions / Open meetings
 DELETED Exhibit BEC-EB — Executive Sessions / Open meetings
 DELETED Exhibit BEC-EC — Executive Sessions / Open meetings
 DELETED Exhibit BEC-ED — Executive Sessions / Open meetings

- No. 839 - Policy BED — Meeting Procedures / Bylaws
NEW Regulation BED-R – Meeting Procedures
NEW Exhibit BED-EA – Meeting Procedures
NEW Exhibit BED-EB – Meeting Procedures
- No. 840 - Policy BEDA — Notification of Board Meetings
- No. 841 - Policy BEDB – Agenda DELETED Exhibit BEDB-E – Agenda
- No. 842 DELETED Policy BEDBA — Agenda Preparation and Dissemination
- No. 843 - DELETED Policy BEDC — Quorum
- No. 844 - DELETED Policy BEDD — Rules of Order
- No. 845 - DELETED Policy BEDF — Voting Method
- No. 846 - DELETED Policy BEDG — Minutes
DELETED Regulation BEDG-R
DELETED Exhibit BEDG-EA — Minutes
DELETED Exhibit BEDG-EB — Minutes
- No. 847 - Policy BEDH — Public Participation at Board Meetings Exhibit
BEDH-E — Public Participation at
- No. 848 - DELETED Policy BEDI — News Media Services at Board Meetings
- No. 849 - Policy BGB — Policy Adoption NEW Regulation BGB-R – Policy
Adoption
- No. 850 - DELETED Policy BGC — Policy Revision and Review
DELETED Regulation BGC-R — Policy Revision and Review
- No. 851 - Policy BGD — Board Review of Regulations
- No. 852 - Policy BGE — Policy Communication / Feedback Regulation BGE-R
— Policy Communication / Feedback
- No. 853 - DELETED Policy BGF — Suspension / Repeal of Policy
- No. 854 - Policy BHC — Board Communications with Staff Members
- No. 855 - DELETED Policy BHD — Board Communications with the Public
- No. 856 - Policy BIA — New Board Member Orientation / Handbook
- No. 857 - DELETED Policy BIB — Board Member Development Opportunities
DELETED Regulation BIB-R — Board Member Development
Opportunities
- No. 858 - Policy BIBA — Board Member Conferences, Conventions, and
Workshops NEW Regulation BIBA-R – Board Member Conferences,
Conventions, and Workshops
- No. 859 - Policy BIE — Board Member Insurance / Liability

- No. 860 - Policy BJ — School Board Legislative Program
- No. 861 - Policy BK — School Board Memberships
- No. 862 - DELETED Policy BKA — Liaison with School Boards Associations
- M. Discussion and possible action on 1st Read of Advisory Policy #'s 863-865
 - No. 863 - Exhibit BAA-EB — Evaluation of School Board / Board Self-Evaluation (Update of PA 820, March 2025)
 - No. 864 - Policy IHA — Basic Instructional Program
 - No. 865 - Policy JLIF — Sex Offender Notification
- N. Discussion and possible action on 1st Read of Advisory Policy #'s 876-905
 - No. 876 - Policy DA — Fiscal Management Goals / Priority Objectives
 - No. 877 - Policy DB — Annual Budget NEW Regulation DB-R — Annual Budget: Schedule, Preparation/Planning, Format, and Posting/Submission
 - No. 878 - DELETED Policy DBC — Budget Planning, Preparation, and Schedules DELETED Regulation DBC-R — Budget Planning, Preparation, and Schedules
 - No. 879 - Policy DBF — Budget Hearings and Reviews / Adoption Process
 - No. 880 - DELETED Policy DBI — Budget Implementation Policy Advisory No. 881- Policy DBJ — Budget Transfers
 - No. 882 - Policy DD — Funding Proposals, Grants, and Special Projects
 - Exhibit DD-E — Funding Proposals, Grants, and Special Projects
 - No. 883 - DELETED Policy DDA — Funding Sources Outside the School System
 - No. 884 - DELETED Policy DEC — Funding from Federal Tax Sources
 - No. 885 - Policy DFA — Revenues from Investments
 - No. 886 - DELETED Policy DFB — Revenues from School – Owned Real Estate
 - No. 887 - DELETED Policy DFD — Gate Receipts and Admissions
 - No. 888 - DELETED Policy DFF — Income from School Sales and Services
 - No. 889 - Policy DG — Banking Services
 - No. 890 - DELETED Policy DGA — Authorized Signatures
 - No. 891 - Policy DGD — Credit Cards
 - No. 892 - Policy DI — Fiscal Accounting and Reporting
 - No. 893 - DELETED Policy DIA — Accounting System
 - No. 894 - Policy DIB — Types of Funds / Revolving Funds
 - No. 895 - Policy DIC — Financial Reports and Statements
 - No. 896 - DELETED Policy DICA — Budget Format
 - No. 897 - Policy DID — Inventories Regulation DID-R — Inventories
 - No. 898 - Policy DIE — Audits / Financial Monitoring Regulation DIE-R — Audits

- / Financial Monitoring
- No. 899 - Policy DJ — Purchasing
- No. 900 - Policy DJE — Bidding / Purchasing Procedures Regulation DJE-R —
Bidding / Purchasing Procedures
- No. 901 - Policy DJG — Vendor / Contractor Relations Regulation DJG-R —
Vendor / Contractor Relations
- No. 902 - DELETED Policy DJGA — Sales Calls and Demonstrations DELETED
Regulation DJGA-R — Sales Calls and Demonstrations
- No. 903 - Policy DK — Payment Procedures Exhibit DK-EA — Payment
Procedures NEW Exhibit DK-EB — Payment and Payroll Procedures
- No. 904 - DELETED Policy DKA — Payroll Procedures / Schedules DELETED
Exhibit DKA-E — Payroll Procedures / Schedules
- No. 905 - Policy DN — School Properties Disposition

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

Scheduled Future Meetings:

August 12, 2025

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 July 3, 2025.

By _____
Christina Ramirez, Superintendent/Principal