NOTICE OF PUBLIC MEETING

HACKBERRY ELEMENTARY SCHOOL DISTRICT #3

GOVERNING BOARD REGULAR MEETING MINUTES

CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401

Tuesday October 13, 2026 @ 4:00 pm

REGULAR BOARD MEETING MINUTES:

I. Opening Items

A. Call to Order: 4:00PM

B. Roll Call – Leanne Donason, Pam Adams, Valerie Grimes, Tammy Herrera, 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 pubic 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
First motion to approve the Board Agenda by Pam Adams, Second motion by Valerie Grimes **Passed 4-0**

II. Reports

A. Business Manager-Sam Dell

- Financial Report
- Budget FY27 update
  The financial report has been updated to reflect current figures, and projections indicate that the budget will continue moving in a positive direction. Despite increased spending related to staffing and operational needs, the district remains in a strong financial position. The Student Council maintains a balance of $5,678.45. Overall, the district's financial outlook continues to trend in the right direction.
- ADM – Data Integrity
  Sam reported that we received a notice from ADE indicating that the integrity of our special education data was incorrect. The superintendent immediately contacted our special education consultant to review the issue and correct

the integrity error. This matter has now been fully resolved.

- SFD Inspection report
  Sam presented the SFD inspection report and noted that the building is currently rated in fair to good condition.

B. School Board

C. Administrator – Christina Ramirez

- Parent Conferences
- **The Superintendent reported that parent-teacher conferences were successful across all grade levels. Teachers shared that parents were highly engaged and enthusiastic about discussing their children's progress and accomplishments.**
- School rating
- **Christina informed the Board that Cedar Hills School received a 10/10 rating on GreatSchools.org. She noted that this recognition reflects the continued hard work and dedication of Cedar Hills staff. The school remains focused on providing students with the highest quality education and maintaining a strong, positive learning environment.**
- State Letter grade change
  The Superintendent updated the Board on recent changes to the State's letter-grade calculation system. Concerns were noted regarding the lower proficiency percentages statewide, which may result in decreased letter grades for schools in the upcoming year. Cedar Hills will continue to monitor the impact of these changes and remain committed to supporting student achievement.

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 8, 2026
First motion to approve the Regular Board Meeting minutes for September 8, 2026 by Pam Adams, Second motion by Valerie Grimes Passed 4-0

B. Approval of List of Donations
First motion to approve the donation list by Pam Adams, Second motion by Valerie Grimes Passed 4-0

C. Approval of Accounts Payable Vouchers 2754, 2755, 2756
First motion to approve the accounts payable voucher by Pam Adams, Second motion by Leanne Donason Passed 4-0

D. Approval of Payroll Vouchers 2706, 2707
First motion to approve payroll vouchers by Valerie Grimes, Second motion by Tammy Herrera Passed 4-0

E. Acknowledgement of SFD Project PA-010905
Updated information that the SFD Project PA-010905 was approved to pay for the replacement of the air conditioner.

IV. Old Business

A. Discussion and possible action of the presentation of the High School
Update on the high school: Will continue to reach out to the State but as of right now no responses.

B. Discussion and possible action of the approval of purchasing a shed for storage
- Leveling of designated area

First motion to approve the leveling of the ground for the shed and for the concrete pad to be installed for the future shed by Pam Adams, Second motion by Valerie Grimes Passed 4-0

C. Discussion and possible action of the approval of the renovations for modular building
Update: Will continue to get more quotes for the cost of the renovation for the modular building.

V. New Business

A. Discussion and possible action on the requested approval of the FY26 AFR
First motion to approve the FY26 AFR by Pam Adams, Second motion by Tammy Herrera Passed 4-0

B. Discussion and possible action on the 1st Read of the Policy Advisory No. 1069.....Policy KI — Visitors to Schools
DELETE Regulation KI-R — Visitors to Schools
Exhibit KI-E — Visitors to Schools
First motion to approve the Policy Advisory No. 1069 by Pam Adams, Second motion by Valerie Grimes Passed 4-0

C. Discussion and possible action on the requested approval for adoption of the Policy DCA Management of Capital Reserves (General Fund Reserve)
First motion to adopt the Policy DCA Management of Capital Reserves (General Fund Reserve) by Tammy Herrera, Second motion by Valerie Grimes Passed 4-0

D. Discussion and possible action to Extend Visa for Arlene Nicolas
First motion to approve to Extend Visa for Arlene Nicolas by Pam Adams, Second 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 5:45 PM

Scheduled Future Meetings:
November 10, 2026

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Leanne Donason, Governing Board President Date