**NOTICE OF PUBLIC MEETING**

**HACKBERRY ELEMENTARY SCHOOL DISTRICT #3**

**REGULAR GOVERNING BOARD MEETING MINUTES**

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

**Tuesday, March 14, 2023 @ 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 board meeting on Tuesday, March 14, 2023 @ 4:00 pm. 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 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 MEETING MINUTES:**

1. **Call to Order:** Leanne Donason called meeting to order at 4:00pm
2. **Roll Call:** Leanne Donason, Tammy Herrera, Valerie Grimes, Pamela Adams,

Clint Owen (absent), Debra Warren (via Zoom), Christina Ramirez,

Joni Bullock, Karen Van Steen

1. **Pledge of Allegiance:**
2. **Moment of Silence:**
3. **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)
4. Approval of Board Meeting Minutes February 14, 2023.

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

Motion passed in favor 3-0.

1. **Reports:**

A. Business Manager- Mrs. Bullock reported that our spending is under

budget. The school will receive property tax funds from the community

before the end of March.

Leanne asked a question about funds for a refrigerator for the employee

lounge. Joni said there is not a line item in the budget for that, Ms.

Warren said they would check with Aaron Vix.

Mrs. Bullock presented a list of repairs that Brian Brown had mentioned

needing fixed. Have enough money in the budget to do those things.

Some of the air conditioning and heating units need to be replaced, will

have to get quotes from three different vendors. Maybe can replace one

or two this year.

Student council raised $600.00 with Valentine’s Day fundraiser.

Still looking into buying vending machine for student council to raise

money. Possibly buy a new one since we can’t use cash to buy a used

one.

B. School Board- Question asked about the yearbook. Finishing up

on Thursday, and will be submitted on Monday.

C. Administrator - Ms. Ramirez updated board on Improvement Plan and

a summary of information they received from the CSI conference.

Explained why we are in the school improvement process, letter grade

and chronic absenteeism.

1. Approval of Routine Orders of Business:

A. Expense Vouchers: **2322, 2323**

B. Payroll Vouchers: **2221**

Motion to approve made by Tammy Herrera and seconded by Pamela

Adams. Motion passed in favor 4-0.

1. Approve to proceed with the swearing in of Valerie Grimes as a

Hackberry Elementary School District #3 board member.

This item was done before line item number 7.

Valerie was sworn in after reading the oath.

Motion to approve made by Pamela Adams and seconded by Tammy Herrera.

Motion passed in favor 4-0.

1. Approve NAU-ETC- Arizona Public Schools Computer Consortium

for the 2023-24 SY

Will be funded by an E-rate grant. Need for specific upgrades to electronic

system.

Motion to approve made by Tammy Herrera and seconded by Pamela Adams

Motion passed in favor 4-0.

**11.** Approve ASBAIT-Benefits Renewal Packet for the 2023-24 SY

Motion to approve made by Tammy Herrera and seconded by Pamela Adams.

Motion passed in favor 4-0.

**12.** Approve Patricia Hunter as a certified teacher for the 2023-24 SY

Motion to approve made by Tammy Herrera and seconded by Pamela Adams.

Motion passed in favor 4-0.

**13.** Second read and approve to adopt **Policy Advisories No. 739-743**

Tabled until next month.

**14.** Approve of Hackberry Elementary S.D. #3 school calendar for the 2023-24 SY.

Motion to approve made by Tammy Herrera and seconded by Pamela Adams.

Motion passed in favor 4-0

**15. Executive Session:** Possible motionto go into Executive Session per

**A.R.S. 38-431(A)(1)** for discussion/consideration of personnel

Interim Principal

Motion made to go into Executive Session by Tammy Herrera and seconded by

Pamela Adams. Motion passed in favor 4-0.

Into Executive Session at 4:47pm.

Out of executive Session at 5:18pm

**16. Adjournment:**  Meeting adjourned at 5:25pm.

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.

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Leanne Donason, Governing Board President Date