NOTICE OF PUBLIC MEETING

**HACKBERRY ELEMENTARY SCHOOL DISTRICT #3**

**GOVERNING BOARD REGULAR MEETING MINUTES**

**CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401 Tuesday, May 9, 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 meeting open to the public on **Tuesday, May 9, 2023 @ 4:00 pm**. The meeting will be held in the **Hackberry Elementary School District** board room, located at **9501 Nellie Dr., Kingman, AZ. 86401**. When necessary, the Board may also 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)).

**REGULAR BOARD MEETING MINUTES:**

**1. Call to Order:** Leanne called meeting to order at 4:04pm

**2. Roll Call:** Leanne Donason, Valerie Grimes, Tammy Herrera, Clint Owen,

Pamela Adams, Deb Warren (via phone), Christina Ramirez, Joni Bullock,

Karen Van Steen

**3. Pledge of Allegiance:**

**4. Moment of Silence:**

**5. 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)

**6.** Approval of Board Meeting Minutes April 11, 2023

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

favor 5-0.

**7. Reports:**

A. Business Manager

The March finance spreadsheet was provided. Third quarter tuition for high school students was $75,000 and another $32,00.00 will be provided to KUSD for the 4th quarter. There is legislation in the process that can assist small, rural schools with their high school tuition. Will provide further information when it is clarified.

Still waiting for $240,000 deposits from revenue, mostly grants.

From the TRUST - All of our insurance accounts have increased dramatically. Joni will be working with Aaron Vix to look into other less expensive options.

Hackberry ESD #3 started a performance audit in the school year 2019/2020. We were audited because a former cook was feeding the community free food and the school was paying $14 - $15 per student per meal. The large amount of expenditures in the food service area was a red flag for the auditors. Auditors have provided 17 district recommendations,

eight have been implemented, two recommendations are in the process. and the last seven will be worked on.

B. School Board - Ms. Ramirez said the students really enjoyed the

track meet. Some of the students that weren’t very interested in

participating, had more fun than they expected they would. Our middle

schoolers worked together to make teams.

C. Administrator - Finished state testing with 100 percent completion.

Celebrated with students by having a raffle and treats.

Will get results of tests in June or July.

Proud of the students and their hard work.

Grants have been submitted and are awaiting approval.

Leadership team to attend ELEVATE-Leadership program that develops

knowledge, competencies and skills necessary for systematic change.

Grant will cover the costs.

**8.** Approval of Routine Orders of Business:

Any Board member may request that an item be pulled off the agenda for further discussion.

A. Expense Vouchers: **2327, 2328, 2329**

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

Motion passed in favor 5 - 0.

B. Payroll Vouchers: **2227, 2228**

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

Motion passed in favor 5 - 0.

C. Classified Contracts for hourly Employees 2023-24 SY

Jeffrey Silva- Paraeducator

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

Motion passed in favor 5 - 0.

D. Vendor Contracts for the 2023-24 SY

BugMasters (pest control)

Frontier (internet)

Mohave Electric

Ricoh (copy machine)

Tyler Technology

Westside Disposal

Ferrell Gas

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

Motion passed in favor 5 - 0.

**9.** Approve donating Dell Chromebooks to 8th grade students 8 total

Allow 8th grade students to take Chromebooks with them when they graduate. As

a graduation gift to take to high school with them. Will purchase new ones for 6th

graders to use through middle school. This years 6th and 7th graders will use the

same Chromebook next year.

Motion to approve made by Pamela Adams and seconded by Clint Owen.

Motion passed in favor 5 - 0.

**10.** Approve 2022-23 Revised Budget

Budget went up $50,000.

Capital outlay - Used $20,000 for computers. Getting quotes for concrete

replacement. Have two, awaiting third. Possible $80,000 for front and back of

school and basketball court down the hill.

Have tried to keep the budget at approximately $900,000 each year, but cost of

living continues to increase.

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

Motion passed in favor 5 - 0.

**11.** Approve AVIXONE- Avix Accounting, LLC

Aaron Vix is our business accountant. Only pay him as needed. Assists with

checks and balances of finances.

Motion to approve made by Pamela Adams and seconded by Clint Owen.

Motion passed in favor 5 - 0.

**12.** School shirts/uniforms

Had 45 families respond (88%). Higher percentage for uniforms than against.

Uniforms support the strengthening of a positive school culture. Ms. Alyse will

provide quotes from three vendors. Will cost about $5-$8 per shirt. Research is

being done on the shirt logo for board approval.

Motion to approve made by Clint Owen and seconded by Pamela Adams.

Motion passed in favor 5 - 0.

**13.** Concrete replacement/hauling for sidewalks and basketball court.

Already have two quotes, waiting on the third. Cost is approximately $83,000

including the basketball court. Ms. Alyse is looking into possibility of having Kiwanis

donate concrete for the basketball court.

Discussion only

**14. Adjourn meeting adjourned at 5:06pm**

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Leanne Donason, Board President Date

**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.**