

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

1. **Call to Order:** Leanne Donason called the meeting to order at 12:00 pm
2. **Roll Call:** Leanne Donason, Tammy Herrera, Clint Owen, Pamela Adams, Valerie Grimes, Deb Warren (via phone), Christina Ramirez, Joni, Bullock
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)  
**None**
6. Approval of Special Board Meeting Minutes June 19, 2023  
Motioned by Pamela Adams, Second by Clint Owen, Passed 5-0
7. **Reports:**
  - A. Business Manager- Joni Bullock  
Completed cash reconciliation and closed out the month of June.  
Total is \$634,000 and some change to start the school year  
TRUST liability insurance was reduced again for a total of \$63,000.00
  - B. School Board- Would like a facility report at the board meetings
  - C. Administrator- Preparing for starting the school year. Teachers and Paraeducators will be starting next Tuesday. On July 20th there is a BBQ and Meet/Greet with staff. Students start on July 24th.

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: **2332, 2333, 2334**  
Motioned by Tammy Herrera, Second by Clint Owen, Passed 5-0
  - B. Payroll Vouchers: **2233, 2234, 2235**  
Motioned by Tammy Herrera, Second by Pamela Adams, Passed 5-0
  - C. H.E.S.D.#3 Employee/Staff Handbook  
Motioned by Pamela Adams, Second Clint Owen, Passed 5-0  
with recommended corrections
  - D. H.E.S.D. #3 Parent/Student Handbook  
Motioned by Valerie Grimes, Second by Clint Owen, Passed 5-0  
with recommended corrections
  - E. H.E.S.D. #3 Teacher Evaluation Tool  
(Teaching Performance Profile and Rating)  
Motioned by Tammy Herrera, Second by Clint Owen, Passed 5-0
  - F. Principal Evaluation Tool- ISLLC Standards  
Motioned by Tammy Herrera, Second by Pamela Adams, Passed 5-0
  - G. Bus Purchase from K.U.S.D. #20  
Motioned Tammy Herrera, Second By Clint Owen, Passed 5-0
  - H. Vendor Contracts for the 2023-24 SY  
Beyond Textbooks online curriculum map  
Motioned by Pamela Adams, Second by Clint Owen, Passed 5-0

9. Character Counts  
Instructional materials/modules to help develop a Character Plus Positive Culture utilizing The Six Pillars of Character  
Motioned by Tammy Herrera, Second by Clint Owen, Passed 5-0
10. Adopt 2023-24 Proposed Budget  
Motioned by Pamela Adams, Second by Tammy Herrera, Passed 5-0
11. Approve Gaye Lewis for Substitute Teacher 2023-24 SY  
Pending receiving fingerprint clearance card  
Motioned by Pamela Adams, Second by Tammy Herrera, Passed 5-0
12. Adopt Policy Advisories 744-747 2nd Read/Adoption  
Motioned by Pamela Adams, Second by Tammy Herrera, Passed 5-0
13. **Adjourn:12:44 pm**

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**Leanne Donason, Governing Board President**

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**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.

