

NOTICE OF PUBLIC MEETING
HACKBERRY ELEMENTARY SCHOOL DISTRICT #3
GOVERNING BOARD REGULAR MEETING MINUTES
CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401
Tuesday September 8, 2026 @ 4:00 pm

REGULAR BOARD MEETING MINUTES:

I. Opening Items

A. Call to Order: 4:00PM

**B. Roll Call – Leanne Donason, Pam Adams, Charla Loomis, Valerie Grimes, 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 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.

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

Sam Dell reported that the financial report presented last month remains on a strong, positive trajectory.

B. School Board

C. Administrator – Christina Ramirez

- Data Presentation
- Mohave Fair field trip
- Picture Day

Christina presented last year's student performance data to the board. The report showed strong gains in both proficiency and academic growth, reflecting continued improvement across the district. Our overall performance remains very positive.

Upcoming events include the Mohave County Fair, where several classes have submitted entries and a number of our students will participate through FFA by showing animals. Picture Day is scheduled for September 21, 2026.

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 August 11, 2026
First motion to approve the Regular Board Meeting minutes for August 11, 2026 by Pam Adams, Second motion by Charla Loomis 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 2753
First motion to approve the accounts payable voucher by Valerie Grimes, Second motion by Pam Adams Passed 4-0
- D. Approval of Payroll Vouchers 2704, 2705
First motion to approve payroll vouchers by Charla Loomis, Second motion by Charla Loomis Passed 4-0
- E. Acknowledge receipt of official notice of appointment for Valerie Grimes, Charla Loomis, and Tammy Herrera by the Mohave County Board of Supervisors. Term of service for each to begin January 1, 2027.
Updated for our board members

IV. Old Business

- A. Discussion and possible action of the presentation of the High School
Updated: We have not received any communication in response regarding the high school.
- B. Discussion and possible action of the approval of purchasing a shed for storage
Updated: The district is in the process of getting quotes and determining size of the shed
- C. Discussion and possible action of the approval of the renovations for modular building
Updated: Renovations to the modular building will be funded by the district in order to convert the space into four classrooms and expand the school's available instructional areas. It was determined that SFD will not cover renovation costs because the modular building had previously been redesignated as storage. The district is currently in the process of obtaining quotes for the required renovation work.

- D. Discussion and possible action on 2nd Read of Advisory Policies #'s 1055 – 1063
First motion to approve Advisory Policies # 1055 -1063 with revision that will be submitted to ASBA by Charla Loomis, Second motion by Pam Adams
Passed 4-0

Policy Advisory No. 1055 NEW Regulation JF-R —
Student Admissions

Policy Advisory No. 1056 NEW Regulation JFAA-R —
Admission of Resident Students

Policy Advisory No. 1057 NEW Regulation JFAB-R —
Tuition / Admission of Nonresident Students

Policy Advisory No. 1058 NEW Regulation JFABC-R —
Admission of Transfer Students

Policy Advisory No. 1059 NEW Regulation JFABD-RB —
Admission of Homeless Students

Policy Advisory No. 1060NEW Regulation JFABDA-RB —
Admission of Students in Foster Care

Policy Advisory No. 1061NEW Regulation JFB-RB — Open
Enrollment

Policy Advisory No. 1062Policy JJAB — Limited Open /Closed Forum

Policy Advisory No. 1063Regulation JR-R — Student Records

V. New Business

- A. Discussion and possible action on the requested approval of the Student Council Fundraisers SY26-27

First motion to approve moving this agenda item after the board agenda was approved by Valerie Grimes, second motion by Charla Loomis

Passed 4-0

First motion to approved Student Council Fundraisers SY26-27 by Pam Adams, Second motion by Charla Loomis

Passed 4-0

- B. Discussion and possible action on the requested approval of the FY27 Budget Revision #1

First motion to approve the FY27 Budget Revision #1 on new forms but with no changes to the budget by Charla Loomis, Second motion by Valerie Grimes

Passed 4-0

- C. Discussion and possible action on the requested approval of the FY 27 SFD Preventive Maintenance Guidance & Plan
First motion to approve the FY 27 SFD Preventive Maintenance Guidance & Plan by Pam Adams, Second motion by Charla Loomis Passed 4-0
- D. Discussion and possible action on the requested approval of the FY 27 SFD Five-year Building Renewal Plan
First motion to approve the FY27 SFD Five-year Building Renewal Plan by Pam Adams, Second motion by Charla Loomis Passed 4-0
- E. Discussion and possible action on the requested approval of the FY 27 SFD Capital Plan
First motion to approve the FY27 SFD Capital plan by Pam Adams, Second motion by Valerie Grimes Passed 4-0
- F. Discussion and possible action on Motion to enter in Executive Session for Personnel Matter
First motion to enter into executive session at 5:05PM by Charla Loomis, Second motion by Valerie Grimes Passed 4-0
- G. Discussion and possible action on matters discussed during the Executive Session
First motion to approve the discussed to item as a “yes” by Pam Adams, Second motion by Valerie Grimes Passed 4-0
- H. Discussion and possible action on first read on Policies # 1066-1068
First motion to approve Advisory Policies # 1066 -1068 by Valerie Grimes, Second motion by Charla Loomis Passed 4-0

Policy Advisory No. 1066.....NEW Regulation DJ-R — Purchasing Ethics

Policy Advisory No. 1067Policy BCB — Board Member Conflict of Interest

Exhibit BCB-E — Board Member Conflict of Interest

Policy Advisory No. 1068Policy GBEAA — Conflict of Interest

Exhibit GBEAA-E — Conflict of Interest

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:
 October 13, 2026

Leanne Donason, Governing Board President

Date