

NOTICE OF PUBLIC MEETING
HACKBERRY ELEMENTARY SCHOOL DISTRICT #3
GOVERNING BOARD SPECIAL MEETING MINUTES
CEDAR HILLS SCHOOL 9501 NELLIE DR. KINGMAN, AZ. 86401
Monday September 29, 2025 @ 9:00 AM

Agent of the Governing Board, Christina Ramirez, Superintendent/Principal

SPECIAL BOARD MEETING MINUTES:

I. Opening Items

A. Call to Order: 9:00 AM

**B. Roll Call: Tammy Herrera, Pam Adams, Charla Loomis, Valerie Grimes, Sam Dell, and
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

**1st motion to approve the board agenda by Pam Adams, 2nd Motion by Charla Loomis
Passed 4-0**

II. Reports

A. Business Manager-Sam Dell

B. School Board

C. Administrator – Christina Ramirez

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.

IV. Old Business

V. New Business

- A. Discussion and possible action on approval of Full time Secretary contract for SY 25-26 for Sythnia Mariscal

Tammy Herrera wanted to go into executive session for Personal matters, 1st Motion to go into executive session by Valerie Grimes, 2nd Motion by Tammy Herrera

Passed 4-0

1st Motion to approve the contract for Full Time Secretary, Sythnia Mariscal by Pam Adams, 2nd by Charla Loomis **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

9:25 1st Motion by Valerie Grimes, 2nd Motion by Charla Loomis **Passed 4-0**

Scheduled Future Meetings:

October 14, 2025

The agenda will be posted on the bulletin board outside of the District Office and our District Website www.hesd.net
CERTIFICATION OF POSTING OF NOTICE OF A REGULAR MEETING OF THE HACKBERRY ELEMENTARY SCHOOL DISTRICT#3 GOVERNING BOARD The undersigned hereby certifies that a copy of the attached notice was duly posted at the Hackberry Elementary School District Office, 9501 Nellie Drive Kingman Az 86401 on September 25, 2025.

Leanne Donason, Governing Board President

Date