

**NOTICE OF PUBLIC MEETING  
HACKBERRY ELEMENTARY SCHOOL DISTRICT NO. 3 GOVERNING BOARD  
CEDAR HILLS SCHOOL 9501 NELLIE DRIVE KINGMAN, AZ 86401**

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 Governing Board of Hackberry Elementary School District #3 will hold a meeting open to the public at 5:45 pm Tuesday, March 10, 2020. The meeting will be held in the Hackberry Elementary S.D. #3 District Office, located at 9501 Nellie Dr., Kingman, Arizona. If authorized by a majority vote of the Governing Board of Hackberry Elementary S.D. #3, an Executive Session will be held immediately after the vote. The agenda for the meeting posted March 5, 2020.

**REGULAR BOARD MEETING AGENDA  
Governing Board Conference Room  
Tuesday, March 10, 2020 at 5:45 p.m.**

**THE AGENDA FOR THE MEETING IS AS FOLLOWS:**

**GOVERNING BOARD OF THE HACKBERRY ELEMENTARY SCHOOL DISTRICT #3**

BY: \_\_\_\_\_



**Deb Warren, Administrator**

The Governing Board may consider any item on this agenda in any order and at any time during the meeting. The Governing Board of the Hackberry Elementary School District #3 may, by motion, enter into executive session for discussion or evaluation of personnel (s), pursuant to A.R.S. § 38-431 (A)(1).

The agenda for the meeting is as follows:

**I. OPENING ITEMS**

1. The meeting was called to order by:
2. Roll Call:
3. Pledge of Allegiance:

**4. Community Communications (call to the Public)**

The board will listen to comments from the public but will not respond except as permitted by A.R.S.38-431.01(G). The Board may refer to the administration or request to have it plead on a future agenda. *If members of the public wish to address the Board, they must fill out the Request to Speak Form located in the back of the Board Room. The form should then be given to the Clerk of the Board prior to the meeting. The time limit rule, noted on the form will be enforced.*

**5. REPORTS**

- \* Administrator: Food Service Administrator Review update  
Food Service Agreement signers with ADE
- \* School Board Report:
- \* Business Manager: Budget update

6. Approval of Routine Orders of Business. Documentation concerning the matters on the Consent Agenda may be reviewed at the Hackberry Unified District Office, 9501 Nellie Dr. Any Board member may request an item be pulled off the agenda for further discussion.

A. Approval of minutes

February 11, 2020

Regular Board minutes

Discussion/Action

B. Approve Vouchers

1. Ratify Hackberry payroll voucher: 2019, 2120

Discussion/Action

2. Ratify Hackberry expense vouchers: 2042, 2043, 2044, 2045

Discussion/Action

II. **OLD BUSINESS**

7. Approval/renewal of Administrator/Superintendent, contract for SY 2020/21 Deb Warren. The employee agreement would consist of a Post-Retirement Employment Opportunity through a third party vendor such as **Educational Services, Inc. (ESI)**. Hackberry E.S.D. #3 Board will have to authorize to enter this agreement pursuant to **A.R.S. 15-502(A)** The agreement will include but not limited to the following key terms: See attached **RetireRehire Terms Acknowledgement**

Provide current accumulation of sick, PTO, and vacation days document.

**Policy CB- Administrator**

**Legal Reference: A.R.S. 15-503**

**Policy GCCA- Professional/Support Staff Sick Leave**

The Governing Board, may, by motion, go into executive session for discussion of personnel pursuant to **A.R.S. 38-431 (A)(1)**

Discussion/Action

8. Approval/renewal of Certified teacher contracts for SY 2020/21 which includes the state mandatory 5% raise.

Elsa Peters, Sara Prentice, Patricia Henry, and Steve Hawley

Provide current accumulation of sick, and PTO days of certified teachers.

**Policy GCB- Professional Staff, Contracts and Compensation**

**Legal Reference: A.R.S. 15-502, A.R.S. 15-503, A.R.S. 15-544**

**A.R.S. 15-952, A.R.S. 15-977**

**Policy GCCA- Professional/Support Staff Sick Leave**

The Governing Board, may, by motion, go into executive session for discussion of personnel(s) pursuant to **A.R.S. 38-431 (A)(1)**.

Discussion/Action

9. Approval/renewal of Classified Work Agreements for SY 2020/21

Brian Brown- Bus Driver/ Maintenance

Joni Bullock- Business Manager

Stacy Durst- Paraeducator

Cynthia Henson- Paraeducator

Tony Tungka- Custodial/Maintenance

Karen VanSteen- Front Office Clerk/Health Asst.

Provide current accumulation of sick, PTO, and vacation days of all hourly employees if eligible.

**Policy GDB- Support Staff Contracts and Compensation**

**Legal Reference: A.R.S. 15-502**

**Policy GCCA- Professional/Support Staff Sick Leave**

The Governing Board, may, by motion, go into executive session for discussion of personnel(s)pursuant to A.R.S. 38-431 (A)(1).

Discussion/Action

10. Discussion and possible action of changing Hackberry E.S.D.#3 Board meeting time to accommodate the community.

Discussion/Action

**III. NEW BUSINESS**

11. Discussion and possible action regarding the use of side door for enter/exit purposes by students and staff.

Discussion/Action

12. **Acceptance of resignation letter of Food Service Manager, Nicki Gunckel**

Dated effective March 9, 2020

**Policy: GDQB- Resignation of Support Staff Members**

13. **Policy Manual and Administrative Regulations Board review-**

**Policies: Section G- Personnel:** GBEA, GBEAA, GBEB, GBEFA, GBI, GCBA, GCCA, GCF, GCFC, GCO, GCQE, GDF, GDFA, GDL

**Section I- Instructional Program:** IHA, IHAMD, IHB, IL, IMD

**Section J- Students:** JEB, JFAA, JFAB, JFB, JICA, JICK, JIH, JJIB, JJJ, JL, JLCD

1st Reading

14. Discussion in reference to the Dodge Durango (school vehicle) and options for school employee travel.

Discussion only

15. Discussion and possible action on the format of Hackberry E.S.D. #3 minutes

Discussion/Action

16. Discussion and possible action to approve Grand Canyon Caverns (4/16/20) and Shark Reef Aquarium (4/30/20) student field trips.

Discussion/Action

**17. Adjourn:**

Pursuant to the Americans with Disabilities Act (ADA), Hackberry Elementary School District #3 endeavors to ensure the accessibility of all of its programs, facilities, and services to all persons with disabilities. If you need accommodation for this meeting, please contact the school at 928-692-0013

Karen Van Steen      10:00am      : 3/5/2020

Posted by

Time

Date