**NOTICE OF PUBLIC MEETING**

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

.**SPECIAL BOARD MEETING MINUTES**

 **9/06/2022**

*1) Call to Order by Leanne Donason @ 4:00 pm*

*2) Pledge of Allegiance*

*3) Moment of Silence*

*4) Roll Call Leanne Donason, Lorie Cote, Tammy Herrera, Clint Owen, Deb Warren, Michael MacDonald*

 *Joni Bullock, Karen Van Steen*

*5) Call to the Audience: Anyone interested in a Call to the Public is asked to complete form BEDH-E Public Participation at Board Meetings and present it to the Board Secretary prior to the meeting. The Board will listen to any comment from the public but will not respond except as permitted bt 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) Reports*

1. *Business Manager None*

 *B. School Board None*

 *C. Administrator None*

*7) Approval of Routine Orders of Business. Documentation concerning the matters on the Consent Agenda may be reviewed at the Hackberry Elementary School District #3 front office, 9501 nNellie Dr., Kingman, AZ. Any Board member may request an item be pulled off the agenda for further discussion.*

1. *Approve Minutes*

*August 9, 2022 Regular Board meeting*

*Tabled until September 13, regular board meeting*

1. *Approve Vouchers*
2. *Payroll Vouchers: None*

 *2. Expense Vouchers: None*

*8) Approval to purchase commercial refrigerator for Food Service department*

 *Food Service Director received three quotes. Recommended Avantco refrigerator. It has 3 doors*

 *for more storage, shelves are capable of holding 125 pounds. Has a 3 year warranty.*

 *Motion to approve by Tammy Herrera. Seconded by Lorie Cote. Passed in favor 4-0.*

*9) Approval of Canyon State Educational Solutions-SPED services*

 *Can provide on-site services. May come to school 2-4 days a month on Mondays. Will schedule*

 *IEP/504 meetings, keep paperwork up to date and in compliance. Will provide interventions to*

 *teachers in assisting students with IEP’s.*

 *Motion to approve by Tammy Herrera, seconded by Lorie Cote, passed in favor 4-0.*

*10) Possible motion to go into Executive Session per A.R.S. 38-431.03(A)(1)*

 *GA Personnel*

 *Motion to go into Executive session made by Tammy Herrera, seconded by Lorie Cote, motion*

 *passed in favor 4-0. Time 4:15pm*

 *Reconvened to open meeting at 4:49pm*

 *Lorie Cote left meeting at 4:50pm.*

 *The board affirms the District Administrator’s response with the following modifications:*

 *The formal grievance will be placed in employees file until the end of the school year.*

 *Hackberry School Board does not support the discipline strategy presented in the Formal*

 *Grievance.*

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

 *in favor 3-0.*

*11) Approval of modified employment schedule for Business Manager*

 *Business Manager needs to modify work hours to 5am - 10am at school, and work from home*

 *from 11am - 2pm. Asking permission to take old computer home with her since it has all the*

 *software and programs that her school computer has. Effective September 12, 2022*

 *Return to full schedule after neck surgery and recovery, will be determined at a later date.*

 *Motion to approve by Tammy Herrera, seconded by Clint Owen. Passed in favor 3-0.*

*12) Adjourn*

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*Leanne Donason, Board President Date*