

\* Business Manager: Item #7

\* School Board Report: Put on March agenda board meeting time

\* Administrator: Flagpole light-Purchase solar light from Amazon  
Provided legislation update on HB-2125 and SB-1122

5. REPORTS

None

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.

3. Pledge of Allegiance: Said

Business Manager-Joni Bullock

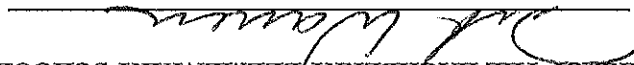
2. Roll Call: Board President-Scherrie Whitten, Board Clerk-Ellen Kelley, Administrator-Deb Warren,

1. The meeting was called to order by: Governing Board President, Scherrie Whitten @ 5:48 pm

I. OPENING ITEMS

The minutes for the meeting is as follows:

Deb Warren, Administrator

BY: 

GOVERNING BOARD OF THE HACKBERRY ELEMENTARY SCHOOL DISTRICT #3

THE MINUTES FOR THE MEETING IS AS FOLLOWS:

Tuesday, February 11, 2020 at 5:45 p.m.

Governing Board Conference Room

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, February 11, 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, which will not be open to the public, with regard to any item on this agenda pursuant to A.R.S. 38-431.03A.1 relating to personnel decisions, Section 38-431.03A.2 relating to discussion of records exempt by law from public inspection (such as student records), Section 38-431.03A.3 for legal advice from the District's legal counsel, and/or Section 38-431.04 to consider the District's position in any pending or contemplated litigation.

REGULAR MEETING MINUTES  
HACKBERRY ELEMENTARY SCHOOL DISTRICT NO. 3 GOVERNING BOARD  
CEDAR HILLS SCHOOL 9501 NELLIE DRIVE KINGMAN, AZ 86401

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  
 January 7, 2020  
 Regular Board minutes  
 January 7, 2020  
 Organizational Board minutes

Motioned by Ellen Kelley, 2nd Scherrie Whitten, pass 2-0

B. Approve Vouchers

1. Ratify Hackberry payroll voucher: 2017, 2018

Motioned by Ellen Kelley, 2nd Scherrie Whitten, pass 2-0

2. Ratify Hackberry expense vouchers: 2038, 2039, 2040, 2041

Ellen Kelley had questions about Derrell Davidson (Bugmasters) and S.R. Roberts (W-2's & 1099's). Scherrie Whitten questioned library books (dictionaries for all levels), Amazon purchase of \$438.63 (lg. rolls of paper for art room), and MacGill (health office supplies).  
 Motioned by Scherrie Whitten, Ellen Kelley 2nd, passed 2-0

II. OLD BUSINESS

7. Discussion and Approval of revised FY 2020 Hackberry Elementary S.D. #20 Annual Expenditure Budget

Joni Bullock explained K.U.S.D.#20 had increased student tuition \$54,000.00. She stated that Deb was checking with Lyle at School Finance to see if the District could eliminate this process and have K.U.S.D.#20 just collect student funding from the state. At this time, we are still below budget.  
 Motioned by Scherrie Whitten, 2nd Ellen Kelley, passed 2-0

III. NEW BUSINESS

8. Policy Manual and Administrative Regulations Board review-  
 Section G- Personnel: GCQ, GDFE, GDH, GDOB, GDD  
 Section I- Instructional Program: IHAMC  
 Section J- Students: JFC-E, JIA, JJC, JJJ-R  
 1st reading

9. Approval of Kingman Unified S.D. #20 Student Tuition IGA

Scherrie Whitten asked for further clarification of student tuition increase. There is a rate for regular students and different formulas for students that receive special education services. Also, we are paying for 7th/8th grade students because it is based on 2018-19 enrollment.  
 Motioned by Ellen Kelley, 2nd Scherrie Whitten, passed 2-0

10. Discussion and possible action of Facility use by Community Women's Bible Study group

Discussion/Action

Ellen Kelley agreed right away. Deb Warren explained that Karen Van Steen had completed the proper facility use paperwork. The group would like to use the boardroom every Friday morning, and would only include adults. Karen would need to be provided with a security pass code. Scherrie Whitten asked if there would be a charge, and Deb Warren responded no, but we could. Liability insurance will be checked into by Deb Warren. She will contact The Trust (insurance for the school). The Board Members can motion to approve as long as liability insurance documentation can be provided.

Motioned by Scherrie Whitten, 2nd Ellen Kelley, passed 2-0

11. Approval of District Administrator and Business Manager to attend

Advanced Budget & Finance.

April 17th & 18th, May 1st & 2nd

Discussion/Action

Deb Warren explained that the training will be held on Fri/Sat, so it will not interrupt the school week. There would be 2 separate trips requiring a one night stay each trip in Flagstaff. Registration fee is \$175.00 per person. Ellen Kelley questioned why both Administrator and Business Manager had to go? Joni could go and schedule a training afterwards. Both positions need to be aware of the ongoing changes to the school budgets. A budget workshop will be scheduled. Item # 17 on agenda.

Motioned by Scherrie Whitten, 2nd Ellen Kelley, passed 2-0

12. Acceptance of the resignation letter of Board Member, Rocky Hamodey II

Dated effective January 7, 2020.

Policy-BBBC, BBB

Legal Reference: A.R.S. 15-302 & A.R.S. 38-291

Discussion/Action

Ellen Kelley commented that is was a very nice letter.

Motioned by Scherrie Whitten, 2nd Ellen Kelley, passed 2-0

13. Discussion of Administrator/Superintendent contract for SY 2020/21

Policy CB- Administrator

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

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

Discussion only

Deb Warren stated that this was discussion only per the Board President. Ms. Warren told the Board members that she would be retiring effective June 30, 2020, at the end of her contract, unless they wanted to hire her back for one year through a 3rd party such as Smart Schools. Ellen Kelley wanted to know how soon they needed to decide. Ms. Warren stated pretty quickly to complete proper paperwork needed.

Discussion only

14. Discussion of Certified teacher contracts for SY 2020/21

Policy GCB- Professional Staff, Contracts and Compensation  
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

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 only

Scherrie Whitten asked what the projected student enrollment will be for next year? (2020-21) Ms. Warren-Approximately 30 students. Classes may vary next year due to the number of students. The multi-grade classes and teaching assignments may have to change. Ms. Whitten asked what Ms. Warren thought about next year. Ms. Warren-The Board will need to decide if they want 3 or 4 teachers to remain with 30 students enrolled. With 4 teachers the multi-grade level classes could look like 7th/8th-9students, 5th/6th-7 students, 2nd/3rd/4th-7 students, and K/1st-7 students. Ellen Kelley proceeded to ask staff in the audience how many students they have right now. Ms. Warren provided the students counts for teachers that were not there. Toni Bullock expressed her concerns with the auditors in reference to providing salaries & benefits for certified employees with only 30 students. Ellen Kelley stated she is not willing to decrease teachers. Both Board members support keeping all 4 teachers. Tax rates were discussed. Scherrie Whitten requested copies of certified contracts/job descriptions, and work agreements/job descriptions.

Discussion only

15. Discussion of Classified Work Agreements for SY 2020/21

Policy GDB- Support Staff Contracts and Compensation  
Legal Reference: A.R.S. 15-502

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 only

Ellen Kelley stated she had a lot of questions about support staff. She realizes that it is only discussion but, a school this size does not need 2 custodians. Ms. Warren explained that we do not have 2 custodians. One position is bus driver/maintenance position and there are two different job descriptions. Ellen Kelley believes the two positions could be combined. Ms. Bullock, Mr. Tungka, and Ms. Warren tried to provide information on the importance of both of those positions which included daily maintenance/cleaning for the facility to pass inspections. The District also saves money because there are repairs we do not have to hire out for. Ellen Kelley asked about what support staff we have in reference to academics. It was stated 2 para's, one for math, and the other for reading. She commented because it is such a small school, and we have the teachers, that they are not needed. Teachers have small groups. Ms. Warren-The last 2 years, the programs and staff we have in place work. Ms. Bullock commented on the Letter "A" Grade the school has earned for the last 2 years. If it isn't broken, why try to fix it? Ellen Kelley-Sometimes you fix it and it makes it better. Public comment by a parent-I would hate to see a loss of any of the teachers. They help them with math and reading. One of her students has moved from a D in math to earning A/B. Ellen Kelley asked if any are on IEP's. Parent commented yes. Ms. Warren explained that with the para support staff, the school supports inclusion for students with special needs. Interventions are provided as needed. Board Members wrote all the hourly wage staff positions down.

Discussion only

Scherrie Whitten, Governing Board President

Date

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

19. Adjourn: 6:39 pm

18. Additional items: March board agenda discussion of meeting time.

District Budget workshop/study session scheduled for May 15, 2020 @ 9:00 am  
in the Board room located at 9501 Nellie Dr, Kingman, AZ.

Discussion/Action

17. Discussion and possible action of scheduling a District Budget Workshop  
For Board Members, Administrator, and Business Manager

Student days are balanced between 1st and 2nd semesters. At the end of  
each 9 week period, there is a break provided. Total of 145 students days.  
Motioned by Scherrie Whitten, 2nd Ellen Kelley, passed 2-0

Discussion/Action

16. Discussion and possible action of adopting the 2020/21 School Calendar