

**HACKBERRY ELEMENTARY SCHOOL DISTRICT NO. 3**  
**CEDAR HILLS SCHOOL 9501 NELLIE DRIVE KINGMAN, AZ 86401**

**REGULAR BOARD MEETING MINUTES**

Governing Board Conference Room

Tuesday, December 3, 2019 at 5:45 p.m.

THE MINUTES 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)(3) or A.R.S. 38-4231.03(A) (4) for any items designated with an asterisk. (\*)

The minutes for the meeting is as follows:

**I. OPENING ITEMS**

1. The meeting was called to order by: **Board President, Scherrie Whitten @ 5:47 pm**
2. Roll Call: **Board President-Scherrie Whitten, Board Clerk- Ellen Kelley, Board Member- Rocky Hamodey II, Administrator- Deb Warren, Business Manager- Joni Bullock**
3. Pledge of Allegiance:
4. Approval of Regular Board Meeting Minutes: November 5, 2019  
**Motioned by Scherrie Whitten, Ellen Kelley 2nd, Rocky Hamodey II yes**

**5. 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.*

Elsa Peters, teacher at Cedar Hills provided information in reference to working at the school under Ms. Warren's supervision. She had positive feedback for the Board members. Commented on she appreciated the mentorship and guidance she is given. Sara Prentice, teacher, commented on how she appreciated the opportunity to teach and the guidance given while being employed at Cedar Hills. Karen Van Steen, front office clerk, stated that Ms. Warren stays cool under pressure and that she is a wonderful boss.

6. **REPORTS**

A. Administrator: ASBA policy update- **David DeCabooter-Ms. Warren waiting on email response from David DeCabooter.**

Middle school teacher update-**Mr. Hawley is doing a great job with the students.**

Winter Holiday events-Kingman Christmas Caroling (12-16-19)-**Ms. Warren**

**provided time of afternoon performance, 2:45 pm.**

Student Council activity- (12-19-19)-**Ms. Prentice**

**provided information on the student activity. Listen to music and maybe a movie. Snack sales prior to event.**

School Board members email accounts- **Ellen needs it activated again.**

B. School Board Report: **None**

C. Business Manager: **None**

II. **CONSENT AGENDA**

7. (Any member of the Board may request that any item be pulled from the consent agenda and considered separately)

A. Ratify payroll voucher: 2011, 2012

**Motioned by Rocky Hamodey II, Ellen Kelley 2nd, Scherrie Whitten yes**

B. Ratify expense vouchers: 2031, 2032, 2033

**Motioned by Scherrie Whitten, Rocky Hamodey II 2nd, Ellen Kelley yes**

III. **OLD BUSINESS**

9. Approval of middle school stipend for Stacy Durst at \$71.42 for a total of 12 days.

Stipend total = \$857.04

**Motioned to approve stipend for Stacy Durst by Ellen Kelley, Rocky Hamodey II 2nd,**

**Scherrie Whitten yes**

Discussion/Action

IV. **NEW BUSINESS**

10. **Section C-Administration** CBI © Evaluation of Administrator and CBI-E ©

Exhibit Evaluation of Administrator. The Board may vote to go into executive session per A.R.S. 38-431.03 (A)(1). Any meetings of the Board to compile evaluation or meetings to discuss evaluations with the Administrator, shall be held in executive session unless the Administrator requests that any such meeting be held in open session.

**The Board did not go into executive session and Ms. Warren asked for the administrator evaluation to be completed in an open public meeting. Ellen Kelley read each item to the other board members. Items were rated satisfactory or outstanding.**

**Section C Administration- Performance-Based pay: A.R.S. 35-341(A)(39)**  
Discussion and possible action of performance-based pay which is described  
in statute noted above. (provided)

**Ms. Warren provided results of parent and staff surveys to each Board member.**

**Cedar Hills Elementary School received a Letter "A" grade.**

**Motion to approve 20% performance-based pay for Ms. Warren, Administrator of  
H.E.S.D.#3 by Scherrie Whitten, Rocky Hamodey II 2nd, Ellen Kelley yes**

Discussion/Action

11. Adjourn: 6:40 pm

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

\_\_\_\_\_  
Scherrie Whitte, Governing Board President

\_\_\_\_\_  
Date