**HACKBERRY ELEMENTARY SCHOOL DISTRICT NO. 3**

**PURSUANT to A.R.S. 38-431.02, NOTICE HEREBY GIVEN TO THE MEMBERS OF THE HACKBERRY ELEMENTARY SCHOOL DISTRICT #3, GOVERNING BOARD AND TO THE GENERAL PUBLIC THAT THAT THE HACKBERRY ELEMENTARY SCHOOL DISTRICT #3 GOVERNING BOARD WILL HOLD A MEETING OPEN TO THE PUBLIC ON**

**May 10, 2022**

**REGULAR MEETING**

**4:00 PM**

**BOARD MEETING MINUTES**

**AT THE HACKBERRY ELEMENTARY SCHOOL DISTRICT #3**

**GOVERNING BOARD ROOM**

**CEDAR HILLS SCHOOL 9501 NELLIE DRIVE KINGMAN, AZ 86401**

THE HACKBERRY ELEMENTARY SCHOOL DISTRICT #3 GOVERNING BOARD MAY VOTE TO CONVENE IN EXECUTIVE SESSION WHICH SHALL NOT BE OPEN TO THE PUBLIC PURSUANT TO A.R.S. 38-431 (A)(1) FOR DISCUSSION/CONSIDERATION OF PERSONNEL OR A.R.S. 38-431 (A)(3) FOR LEGAL ADVICE FROM THE DISTRICT’S ATTORNEY ON ANY MATTER ON THIS AGENDA.

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Agent for the Governing Board, Michael MacDonald, Administrator

**THE MINUTES FOR THE MEETING ARE AS FOLLOWS:**

**1.** The meeting was called to order by: Leanne Donason @ 4pm

**2.** Roll Call: Leanne Donason, Lorie Cote, Tammy Herrera

**3.** Pledge of Allegiance:

**4.** Moment of Silence:

**5.** Approval of the Regular Board Meeting Minutes for April 12, 2022

a. Motion to approve by Lorie Cote

b. Motion seconded by Tammy Herrera

c. Motion passed in favor 3 - 0.

**6.** 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(H). 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.*

Mr. David Guernsey requested to speak.

He had a copy of a letter from the Auditor General stating the violation of open meeting laws and about the property tax increase. Also that the situation needed to be remedied within 30 days of the date on letter which was April 27th. How is the school going to remedy this?

**7. Reports**

A. Business Manager:

Joni received a letter from the Auditor General on Monday, May 9th. Same letter that Mr. Guernsey was referring to. School board members will be attending training classes this month to address the open meeting law violation. Joni explained the property tax increase was due to higher salaries of previous employees. She also explained that our school is not supported by state funding. We rely on grants and tax payments from property taxes. Staff that has taken the positions of the higher paid employees are being paid a more reasonable salary which will lower our budget significantly. The Trust has added a new insurance bill including a policy for COVID and cybersecurity, such as a filter for Chromebooks. The school received a significant credit from E-Rate for payment of internet/phone bill.

B. School Board Report:

C. Administrator: Perfect attendance in April for whole school happened twice. Pictures have been hung in the hallway of students receiving perfect attendance and

honor roll.

**8.** Approval of Routine Orders of Business. Documentation concerning the matters on the Consent Agenda may be reviewed at the Hackberry Elementary S.D. #3 front office, 9501 Nellie Dr. Any Board member may request an item be pulled off the agenda for further discussion.

A. Ratify Expense Vouchers: **2226, 2227, 2228**

1. Motion to approve byTammy Herrera

2. Motion seconded by Lorie Cote

3. Motion passed in favor 3 - 0.

B. Ratify Payroll Vouchers: **2127, 2128**

1. Motion to approve by Lorie Cote

2. Motion seconded by Tammy Herrera.

3. Motion passed in favor 3 - 0.

**9.** Approval of nonemployment for the following: Rescind contract

Stephen Hawley, Certified Teacher

a. Motion to approve by Tammy Herrera

b. Motion seconded by Lorie cote

c. Motion passed in favor 3 - 0.

**10.** Disposal approval for the following items:

Dodge Durango

Need to get three bids from salvage yards and highest bid gets it.

a. Motion to approve by Tammy Herrera

b. Motion seconded by Lorie Cote.

c. Motion passed in favor 3 - 0.

**11.** Approval of Deb Warren, Western State Educational Services, LLC

Administrative and Grants management Support

Need Ms. Warren for continual training of Mr. MacDonald and to work on grants.

Also teach Mr. MacDonald how to do grants.

Mr. MacDonald and Ms. Warren continue to have weekly conference calls.

a. Motion to approve by Lorie Cote.

b. Motion seconded by Tammy Herrera.

c. Motion passed in favor 3 - 0.

**12.** Approval of Aaron Vix, CW PayneAccounting, LLC; Administrative and Grants management support

a. Motion to approve by Tammy Herrera.

b. Motion seconded by Leanne Donason.

c. Motion passed in favor 3 - 0.

**13.** Discussion of Student Release Time at 3:30pm

Mr. MacDonald continues to create a schedule for next year to ensure we have all the proper amount of minutes for the year.

Decision tabled until June 14th board meeting.

**14.** Approval of Student Council to pay for lunch at Havasu Field Trip

a. Motion to approve by Tammy Herrera.

b. Motion seconded by Lorie Cote.

c. Motion passed in favor 3 - 0.

**15.** Approval of Michael MacDonald to be an authorized signer for vouchers and payroll.

a. Motion to approve by Tammy Herrera.

b. Motion seconded by Lorie Cote.

c. Motion passed in favor 3 - 0.

**16**. Approval of a new fuel card at Petro

a. Motion to approve by Lorie cote

b. Motion seconded by Tammy Herrera.

c. Motion passed in favor 3 - 0.

**17. Adjournment:**

**a.** Motion to adjourn by Tammy Herrera.

**b.** Motion seconded by Lorie Cote.

**c.** Motion passed in favor 3 - 0.

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

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Leanne Donason, Board President Date