

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

REGULAR BOARD MEETING MINUTES

Governing Board Conference Room

Tuesday, April 2, 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 at 5:50 pm**
2. Roll Call: **Board President-Scherrie Whitten, Board Member-Rocky Hamodey II, Board Clerk-Ellen Kelley via phone conference, Administrator-Deb Warren, Business Manager-Joni Bullock, and School Attorney-Jeff Dollins via phone conference.**
3. Pledge of Allegiance:
4. Approval of Regular Board Meeting Minutes: March 5, 2019
Motioned by Rocky Hamodey II, 2nd Scherrie Whitten, Ellen Kelley 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 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.*

None

6. **REPORTS**

- A. Administrator: **Provided April calendar**
- 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)

Payroll Vouchers: 9121, 9122

Discussion/Action

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

Expense Vouchers: 1932, 1933, 1934

Discussion/Action

Scherrie Whitten questioned SAM.gov expense of \$299.00 and if Food Service acct. had been corrected.

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

III. OLD BUSINESS

8. Surveillance camera documentation/responsibility

Discussion

Scherrie Whitten questioned Deb Warren in reference to the viewing of cameras off Cedar Hills School campus. The camera system is not installed to view off campus. Ellen Kelley stated that cameras are installed in the classrooms and her concerns were with micromanaging the staff. She also stated that the staff needed the freedom to perform their jobs. Deb Warren informed Mrs. Kelley that there are not any cameras installed in the classrooms. A new surveillance system was installed recently and it consisted of 14 cameras that were for the security and safety of the staff and students.

9. Inventory/Audit clarification of information

Discussion

Scherrie Whitten wanted to clarify prior information in reference to the food service cost per meal. She stated that it had been implied that the cost per meal for the 2016-17 school year had been the cause for Hackberry E.S.D. #3 to be chosen for the performance audit. She had contacted John Ward and he informed her that it was not. Joni Bullock, commented that during the initial interview the cost per meal was discussed because it was a red flag due to it being almost \$13.00 per meal. Ms. Whitten concluded that the former business manager and herself had already answered questions and resolved the issue.

10. Discussion and possible action to ratify approval of the Board action on December 20, 2018 to approve issuing employment contracts for all staff employed under work agreements. This item was listed as Agenda Item 8. The Board may ratify its previous actions pursuant to A.R.S. Sec. 38-431.05. The Board may also vote to go into executive session to get legal advice from its attorney pursuant to A.R.S. Sec. 38-431.03(A)(3)
Scherrie Whitten motioned to go into executive session to get legal advice from the school attorney pursuant to A.R.S. Sec. 38-431.03(A)(3) at 6:06 pm. Ellen Kelley second, Rocky Hamodey II nay

Back into regular board meeting at 6:19 pm

**Rocky Hamodey II motioned to ratify approval of the Board action on 12/20/2019 to approve issuing employment contracts, Scherrie Whitten nay, Ellen Kelley nay
NO ACTION ON RATIFICATION.**

11. Discussion and possible action to reconsider and revote on converting all staff employment work agreements to employment contracts. This matter was previously listed as an agenda item on the Governing Board's December 20, 2018 Agenda as Agenda Item 8. The Board may vote to discuss this item in executive session pursuant to A.R.S. Sec. 38-431.03(A)(1) The Board may also vote to go into executive session to get legal advice from its attorney pursuant to A.R.S. Sec. 38-431.03(A)(3).
Motioned by Ellen Kelley to revote on item #8 of the Governing Board's December 20, 2019 agenda, 2nd Scherrie Whitten, Rocky Hamodey II nay.
Motioned by Rocky Hamodey II to keep the employee contracts as is, Scherrie Whitten nay, Ellen Kelley nay.
Motioned by Ellen Kelley for the employee contracts to go back to what they used to be (which were work agreements), 2nd Scherrie Whitten, Rocky Hamodey II nay.
Clarification was made that the hourly employees will have work agreements for the school year July 1, 2019 to June 30, 2020. They will continue to receive the same hourly pay and benefits.

Phone conference was discontinued with school attorney, Jeff Dollins at 6:28 pm

12. Discussion and possible action to modify the term of the employment contract for the District Administrator. The Board may vote to discuss this matter in executive session pursuant to A.R.S. Sec. 38-431.03(A)(1) to discuss personnel matters. The Board may also vote to discuss this matter in executive session pursuant to A.R.S. 38-431.03(A)(3) to get legal advice from its attorney.
Motioned by Scherrie Whitten to approve Administrator's contract with modified dates, 2nd Ellen Kelley, Rocky Hamodey II yes

IV. NEW BUSINESS

13. Discussion and possible action to approve teacher contracts for Sara Prentice, Elsa Peters, and Patricia Henry for school year 2019-2020. The Board may vote to discuss this matter in executive session pursuant to A.R.S. 38-431.03(A)(1) to discuss personnel matters. The Board may also vote to discuss this matter in executive session pursuant to A.R.S. 38-431.03(A)(3) to get legal advice from its attorney.
 Scherrie Whitten had a certification question and the completion of those requirements.
Motioned by Ellen Kelley, 2nd Scherrie Whitten, Rocky Hamodey II yes

14. Discussion and possible action of school email addresses being provided for Scherrie Whitten and Ellen Kelley. Discussion/Action
No Action. Board members are to use their own personal email accounts.

15. Adjourn: 6:35 pm

Scherrie Whitten, Governing Board President

Date