HACKBERRY ELEMENTARY SCHOOL DISTRICT #3

PURSUANT TO A.R.S. § 38-431.02, NOTICE HEAREBY GIVEN TO THE MEMBERS OF THE HACKBERRY

ELEMENTARY SCHOOL DISTRICT #3, GOVERNING BOARD AND TO THE GENERAL PUBLIC THAT

THE HACKBERRY ELEMENTARY SCHOOL DISTRICT#3 GOVERNING BOARD HELD A

MEETING

OPEN TO THE PUBLIC ON

May 13, 2021

REGUAR MEETING

4:00P.M.

AT THE HACKBERRY ELEMENTARY SCHOOL DISTRICT #3

GOVERNING BOARD ROOM

Cedar Hills School

9501 Nellie Drive Kingman, AZ 86401

There will be limited capacity, social distancing, face masks and temperature checks will be required.

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. § 38-431.03 (A)(3) FOR LEGAL ADVICE FROM THE DISTRICT’S ATTORNEY(S) ON ANY MATTER

ON THIS AGENDA. THE DISTRICT’S ATTONEY (S) MAY APPEAR TELEPHONICALLY.

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Agent of the Governing Board; Alyssa Prince, Administrator

Members of the Hackberry Elementary School District Governing Board will attend in person, by

telephone, video, or internet conferencing. Agenda is subject to reordering of items.

1. Call to order at 4:01 pm

By Leanne Donason

1. Roll Call
   1. Leanne Donason, Megan Hamodey, Tammy Herrera, Lori Cote, Alyssa Prince
2. Pledge of Allegiance
3. Moment of Silence
4. Agenda review and acceptance
   1. Motion to accept Agenda by Megan Hamodey
   2. Motion seconded by Tammy Herrera
   3. Motion passed in favor 4-0
5. 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). Each speaker during the call to the public is limited to no

more than Three (3) minutes and may note cede time to another speaker. The Board may refer the

item to the administration or request to have it placed on a future agenda)

1. Reports
   1. Superintendent, Alyssa Prince
      1. Since the lawyer was used for multiple reasons this year, our rates increased from $25,000 - $50,000. Mrs. Prince and Mrs. Bullock explained how to get Trust premiums back down in the next three (3 years)
   2. Business Manager Finance Update Joni Bullock
      1. Aaron allotted $1.762 million
      2. Average used in the past was $1.2 million
      3. Teachers want equipment/supplies, i.e. tables, alternate seating, culinary, garden, Edmentum $2300, Formative Loop (math)
2. Discussion and Possible Action Regarding the Approval of the Consent Agenda/Routine Orders

of Business. Documentation concerning the matters on the Consent Agenda may be reviewed at

the HESD #3 office, 9501 Nellie Drive. Any board member may request an item be pulled off the

agenda for further discussion.

A Approval of Minutes

1. April 13, April 20, Regular Board Meeting
   1. Motion to approve Regular Board Meeting Minutes by Megan Hamodey
   2. Motion to second by Tammy Herrera
   3. Motion passed in favor 4-0
2. April 29, 2021 Emergency Board Meeting
   1. Motion to approve Emergency Board Meeting Minutes by Megan Hamodey
   2. Motion to second by Tammy Herrera
   3. Motion passed in favor 4-0

B. Approve Vouchers

1. Payroll Vouchers: 2022, 2026, 2027
   1. Motion to approve Payroll Vouchers by Megan Hamodey
   2. Motion to second by Tammy Herrera
   3. Motion passed in favor 4-0
2. HESD#3 Vouchers: 2127, 2128, 2129, 2130
   1. Motion to approve Vouchers by Megan Hamodey
   2. Motion to second by Tammy Herrera
   3. Motion passed in favor 4-0

Old Business

1. Classified staff wearing radios.
   1. The question was asked about what the staff thinks. The decision was made to get small radios so the staff would be more likely to use them.
      1. Motion to approve the purchase and use of radios by Tammy Herrera
      2. Motion to second by Leanne Donason
      3. Motion passed in favor 4-0
2. Water issue
   1. A sample of our water was sent to Test America in Phoenix. We have no results as of yet.
   2. It was suggested that we bring water in for students
   3. $5000 for a water filtration system – This cost will be investigated.
   4. We will wait for test results.
3. Yard duties
   1. It was suggested that two (2) staff members be on recess duties.
   2. Mrs. Prince will make sure this happens next year.
4. Rodeo information
   1. Megan Hamodey will check with Health Department asking if we can sell coffee and hot chocolate during the Rodeo.

New Business

1. Discussion and possible action regarding School Calendar 2021-2022
   1. It was suggested that the Calendar include intersession (Fall or Spring)
   2. Summer School
   3. Awards
   4. Back to School BBQ
   5. Testing Days
      1. Motion to approve 2021-2022 School Calendar by Megan Hamodey
      2. Motion to second by Tammy Herrera
      3. Motion passed in favor 4-0
2. Discussion and possible action regarding Door bell that will communicate with phones.
   1. Motion to approve getting a doorbell and a telephone headset by Tammy Herrera
   2. Motion to second by Lorie Cote
   3. Motion passed in favor 4-0
3. Discussion and possible action regarding Medical Insurance
   1. Discussed the benefits of Meritain vs Kairos
   2. Overall Meritain offers a better insurance and cost to employees than Kairos
      1. Motion to approve Meritain Medical Insurance by Megan Hamodey
      2. Motion to second by Lorie Cote
      3. Motion passed in favor 4-0
4. Discussion and possible action regarding Deb Warren-renewal of consulting contract to July 1, 2021 through June 30, 2022, four (4) days/month.
   1. She is working with grants, and helping train Alyssa.
   2. It was suggested to have her come during essential times.
      1. Motion to approve renewal of Deb Warren’s contract by Tammy Herrera
      2. Motion to second by Megan Hamodey
      3. Motion passed in favor 4-0
5. Discussion and possible action regarding Classroom Site Fund and how it will be disbursed.
   1. Teacher Evaluations
      1. Rhonda Capriglione achieved all goals.
      2. Patricia Henry – 301 Money will be given per days worked.
   2. Motion to approve Classroom Site Fund by Leanne Donason
   3. Motion to second byMegan Hamodey
   4. Motion passed in favor 4-0
6. Discussion and possible action on ASBA Policies (First Read)

Section C General School Administration (1)

CBI-E Evaluation of Administrator

(A new Evaluation of Administrator was presented.)

Section G Personnel (19)

GBEA Staff Ethics (Statement of Ethics for School Employees)

GBEAA Staff Conflict of Interest

GBEB Staff Conduct

GBEFA Staff Use of Digital Wireless Communications or Electronic Devices While Operating a Motor Vehicle

GBI Staff Participation in Political Activities.

GCBA Professional Staff Salary Schedule

GCCA Professional/Support Staff Sick Leave

GCF Professional Staff Hiring

GCFC Professional Certifications and Credentialing Requirements (Fingerprinting Requirements)

GCO Evaluation of Professional Staff Members

GCQ Professional Staff Termination of Employment

GCQE Retirement of Professional Staff Members

GDF Support Staff Hiring

GDFA Support Staff Qualifications and Requirements

GDFE Support Staff Hiring-Oath of Office

GDH Support Staff Orientation and Training

GDL Support Staff Workload

GDOB Drug and Alcohol Testing of Transportation Employees

GDQ Support Staff Termination of Employment

(Second Read)

Section A: Foundations and Basic Commitments (1)

ACAA General Grievances (Grievance Policy and Procedures)

Section B: School Board Governance and Operations (4)

BCB Board Member Conflict of Interest

BE School Board Meetings

BEDF Voting Method

BEDH Public Participation in Board Meetings

Section D: Fiscal Management (6)

DFF Income from School Sales and Services

DICA Budget Format

DIE Audits/Financial Monitoring

DJ Purchasing (Purchasing Ethics Policy)

DJE Bidding/Purchasing Procedures

DN School Properties Disposition

Section E: Support Services (1)

EGE Office Services Records and Reports

Section F: Facilities Development (2)

FCB Retirement of Facilities (Closing a School Facility)

FEA Educational Specifications for Construction

* 1. We will have to meet for 1st reading, then 2nd reading, then approval.

1. May Budget Revision
   1. Classroom Site Fund, 011 - $7688, 28 - $14425, 45 - $11927
      1. Motion to approve May Budget Revision by Megan Hamodey
      2. Motion to second by Tammy Herrera
      3. Motion passed in favor 4-0
2. Adjourn at 5:30 pm
   1. Motion to adjourn meeting by Megan Hamodey
   2. Motion to second by Tammy Herrera
   3. Motion passed in favor 4-0

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

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Leanne Donason Date