

# **BOARD OF EDUCATION**

## **PINE STRAWBERRY SCHOOL DISTRICT #12**

Monday, Jan. 8, 2024  
Board Meeting Minutes

- I. CALL TO ORDER-** The meeting was called to order at 5:36pm by Thom Cazel.
- II. ROLL CALL-** Present Thom Cazel and Margaret Parker. Dawn Frank and Sherri Hampton joined via zoom, because of weather.
- III. PLEDGE OF ALLEGIANCE-** The Pledge of Allegiance was led by Thom Cazel.
- IV. ADOPTION OF AGENDA-** Margaret Parker made a motion to approve the agenda. 2nd made by Sherri Hampton. Motion passed 4-0.

### **2024 Organizational Meeting**

**Appointment of Acting President for the purpose of facilitating the Organizational Meeting-** Thom Cazel is acting President.

**Election of Board President-** Margaret Parker nominated Thom Cazel for Board President. 2nd made by Dawn Frank. Motion passed 4-0.

**Election of Board Clerk/Media Reporter-** Margaret Parker nominated Dawn Frank for Board Clerk/ Media Reporter. 2nd made by Thom Cazel. Motion passed 4-0.

**Election of Legislative Liaison/ASBA Delegate-** Margaret Parker nominated Sherri Hampton for Legislative/ ASBA Delegate. 2nd made by Thom Cazel. Motion passed 4-0.

**Determine frequency of regular meetings, day of month, time of day and location**  
Sherri Hampton made the motion to have board meetings once a month, the second Monday of the month at 530pm in the conference room. 2nd made by Dawn Frank. Motion passed 4-0.

- A. Superintendent's Report –Mrs. Katie Ast
- B. Transportation/Maintenance Report – Mr. Keith Howell
- C. Special Services Report- Mrs. Kirsten Ratliff
- D. Fiscal Services Report – Mrs. Aimee Manjarres
- E. Student Activities Report- Mrs. Megan Ward

**VI. CALL TO THE PUBLIC- NONE**

**VII. ACTION ITEMS**

- A. Consent Agenda**

i. Approval of Minutes

Dec. 11, 2023

Sherri Hampton made the motion to approve the above minutes. 2nd made by Margaret Parker. Motion passed 4-0.

**B. New Business**

1. Discussion/Consideration of 1st Reading of Policy DDB, Suspension and Debarment- No motion needed, 1st reading
2. Discussion/Consideration/Approval of Travel Request

**Staff Travel**

a. AZ Assoc. Of School Business Officials 2024 Vender/Buyer & Winter Audit & Compliance Conference; Phoenix, AZ ; Jan. 30-31, 2024; Aimee Manjarres  
Sherri Hampton made the motion to approve Aimee Manjarres travel to the AZ Assoc.of School Business Officials 2024 Vender/Buyer & Winter Audit & Compliance Conference in Phoenix, AZ on Jan. 30-31, 2024. 2nd made by Dawn Frank. Motion passed 4-0.

b. AZ Onsite Water Reclamation Assoc. Wastewater Conference; Laughlin, NV ; Jan. 31- Feb. 1, 2024; Keith Howell  
Dawn Frank made the motion to approve travel for Keith Howell to attend the AZ Onsite Water Reclamation Association's Wastewater Conference in Laughlin, NV on Jan. 31-Feb. 1, 2024. 2nd made by Sherri Hampton. Motion passed 4-0.

c. Next Generation Science Exemplar Program; Phoenix, AZ; Jan 30-31, 2024 & Feb. 20-21, 2024; Stacy Flanagan  
Sherri Hampton made the motion to approve Stacy Flanagan travel to the Next Generation Science Exemplar Program in Phoenix, AZ on Jan. 30-31, 2024 & Feb. 20-21,2024.2nd made by Margaret Parker. Motion passed 4-0.

**C. Personnel Actions\***

**D. Upcoming Conferences/Activities**

- *Mon. Jan. 15, 2024; No School: MLK Jr. Day*

**E. Governing Board Member Updates**

**F. Future Meeting Dates/Items for Future Agendas - Feb. 12, 2024**

**G. Correspondence**

**H. ADJOURNMENT**

Dawn Frank made the motion to adjourn the meeting at 5:54pm. 2nd made by Sherri Hampton. Motion passed 4-0.

