

BOARD OF EDUCATION
PINE STRAWBERRY SCHOOL DISTRICT #12

Monday, Dec. 11, 2023

Board Meeting Minutes

I. CALL TO ORDER- The meeting was called to order at 5:36pm by Jennifer Zimmerman.

II. ROLL CALL- Present Jennifer Zimmerman, Thomas Cazel, Margaret Parker, Dawn Frank and Sherri Hampton.

III. PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was led by Jennifer Zimmerman.

IV. ADOPTION OF AGENDA- Dawn Frank made a motion to approve the agenda. 2nd made by Margaret Parker. Motion passed 5-0.

V. INFORMATION ITEMS

- 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
- F. 8th Grade- Mrs. Candi Paine

VI. CALL TO THE PUBLIC- NONE

VII. ACTION ITEMS

A. Consent Agenda

- i. Approval of Minutes

Nov. 13, 2023

Thom Cazel made the motion to approve the above minutes. 2nd made by Dawn Frank. Motion passed 5-0.

B. New Business

- 1. Discussion/Consideration/Approval of Payroll Vouchers

#11 \$ 120,050.76

#12 \$ 102,736.28

Thom Cazel made a motion to approve the above listed payroll vouchers. 2nd made by Sherri Hampton. Motion passed 5-0.

- 2. Discussion/Consideration/Approval of Expense Vouchers

#2229 \$ 31,789.68

#2230 \$ 21,489.04

Dawn Frank made a motion to approve the above listed payroll vouchers. 2nd made by Thom Cazel. Motion passed 5-0.

3. Discussion/Consideration/Approval of Policies Advisories 748-762 & GME Policy
Sherri Hampton made the motion to adopt policy advisories GME & 748-762, with the exception of policy 753. 2nd made by Dawn Frank. Motion passed 5-0.

4. Discussion/Consideration/Approval of PSUSD Instructional Time Model
Thom Cazel made the motion to adopt the Pine Strawberry District instructional time model as presented. 2nd made by Margaret Parker. Motion passed 5-0.

5. Discussion/Consideration/Approval of the Gifted Scope & Sequence
Dawn Frank made the motion to approve the Gifted Scope & Sequence as presented by the gifted coordinator. 2nd made by Sherri Hampton. Motion passed 5-0.

6. Discussion/Consideration/Approval of the PSUSD Organizational Chart with Staffing Levels

Sherri Hampton made a motion to approve the Pine Strawberry School District organizational Chart with staffing levels as presented by the Superintendent. 2nd made by Dawn Frank. Motion passed 5-0.

7. Discussion/Consideration/Approval of Travel Request

Student Travel

a. Arizona State University; Tempe, AZ ; Jan. 9, 2024; 8th Grade

Dawn Frank made the motion to approve the Superintendent's recommendation for the 8th grade students to tour Arizona State University on Jan. 9, 2024. 2nd made by Thom Cazel. Motion passed 5-0.

Staff Travel

a. Title I Grant & Program Training; Glendale, AZ ; Jan. 16-18, 2024; Katie Ast & Aimee Manjarres

Dawn Frank made the motion to approve Katie Ast & Aimee Manjarres travel to the Title I Grant & Program training in Glendale, AZ on Jan. 16-17, 2024. 2nd made by Thom Cazel. Motion passed 5-0.

b. ETC Synergy User Conference; Laughlin, NV ; Jan. 24-26, 2024; Megan Ward
Sherri Hampton made the motion to approve travel for Megan Ward to attend the 2024 ETC Annual Synergy User Conference in Laughlin, NV on Jan. 24-26, 2024. 2nd made by Dawn Frank Motion passed 4-0. Margaret Parker abstained.

c. Handle with Care Recertification; Phoenix, AZ; Feb. 8, 2024; Andy Ward
Thom Cazel made the motion to approve Andy Ward to attend Handle with Care Recertification
Training in Phoenix, AZ on Feb. 8, 2024. 2nd made by Sherri Hampton. Motion passed 4-0.
Margaret Parker abstained.

C. Personnel Actions*

D. Upcoming Conferences/Activities

- *Fri. Dec. 15, 2023; Staff Christmas In-Service; 12:15pm*
- *Thur. Dec. 21, 2023; Christmas Extravaganza; 5:30pm*

E. Governing Board Member Updates

F. Future Meeting Dates/Items for Future Agendas - Jan. 8, 2024

G. Correspondence

H. ADJOURNMENT

Dawn Frank made the motion to adjourn at 6:35pm. 2nd made by Jennifer Zimmerman. Motion passed 5-0.