

**BOARD OF EDUCATION**  
**PINE STRAWBERRY SCHOOL DISTRICT #12**

Monday, Sept. 9, 2024  
Board Meeting Minutes

**I. CALL TO ORDER-** The meeting was called to order at 5:39pm by Thom Cazel.

**II. ROLL CALL-** Present Thom Cazel, Dawn Frank- Pawlowski, Brandon Wells, Sherri Hampton and Margaret Parker.

**III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE-** The Pledge of Allegiance & Moment of Silence was led by Thom Cazel.

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

- 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
- F. Board Report- Board Members

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

**VII. ACTION ITEMS**

**A. Consent Agenda**

i. Minutes

August 12, 2024

ii. Payroll Vouchers

#4      \$110,601.06

#5      \$111,239.19

iii. Expense Vouchers

#2504   \$39,938.10

Sherri Hampton made the motion to approve the consent agenda. 2nd made by Margaret Parker. Motion passed 5-0.

**B. New Business**

1. Discussion/Consideration/ Approval of Annual Audit

Brandon Wells made the motion to approve the annual audit as presented by the business manager. 2nd made by Margaret Parker. Motion passed 5-0.

2. Discussion/Consideration/ Approval of Policy Advisories 788-800

Margaret Parker made the motion to adopt policy advisories 788-795 and 798-800 as presented. 2nd made by Dawn Palowski. Motion passed 4-1. Sherri Hampton voted no.

3. Discussion/Consideration/ Approval of Textbook/Supplementary Materials Committee & Timeline

Brandon Wells made the motion to approve the textbook/supplementary materials committee and timeline as presented by the Superintendent. 2nd made by Sherri Hampton. Motion passed 5-0.

4. Discussion/Consideration/ Approval of Prop 301 Teacher Performance Pay Plan

Dawn Palowski made the motion to approve the attached Teacher Performance Pay Plan and to allocate 100% of available Proposition 301 funding to equitable disbursement among eligible teachers in accordance with statutory requirements. 2nd made by Margaret Parker. Motion passed 5-0.

5. Discussion/Consideration/ Approval of ASBA Political Agenda

Brandon Wells made the motion to approve the 2025 Political Agenda of the Arizona School Boards Association. 2nd made by Margaret Parker. Motion passed 5-0.

6. Discussion/Consideration/ Approval of Travel Request

**Staff Travel**

- a. 2024-2025 Superintendent Academy; Phoenix, AZ ; Sept.9, 2024 & April 24,2024; K.Ast
- b. IXL Training; Tempe, AZ ; Sept. 10, 2024; S. Wester

Dawn Palowski made the motion to approve travel for the above staff as presented by the Superintendent. 2nd made by Brandon Wells. Motion passed 5-0.

**Student Travel**

- a. 3rd Grade; Sept. 23, 2024; Old School House; Strawberry, AZ
- b. 4th Grade; Sept. 26, 2024; Payson Water Festival; Payson, AZ
- c. 8th Grade; Oct. 2, 2024; NAU; Flagstaff, AZ

Sherri Hampton made the motion to approve the above student travel as presented by the Superintendent. 2nd made by Brandon Wells. Motion passed 5-0.

**C. Personnel Actions\***

- 1. Discussion/Consideration/ Approval of Certified Substitute

Sherri Hampton made the motion to approve the Superintendent's recommendation that we approve Mrs. Elizabeth Eckel as certified substitute for the 2024-2025 school year. 2nd made by Brandon Wells. Motion passed 5-0.

**D. Upcoming Conferences/Activities**

**E. Future Meeting Dates/Items for Future Agendas - Monthly Meeting- Oct. 14,2024**

**F. Correspondence**

**G. ADJOURNMENT**

Dawn Palowski made a motion to adjourn the meeting at 6:24pm. 2nd made by Sherri Hampton. Motion passed 5-0.