

BOARD OF EDUCATION

PINE STRAWBERRY SCHOOL DISTRICT #12

Monday, October 13, 2025

Board Meeting Minutes

I. CALL TO ORDER- The meeting was called to order at 5:30pm by Thom Cazel.

II. ROLL CALL- Present Thom Cazel, Dawn Pawlowski, Margaret Parker, Brandon Wells and Kelsey Randall.

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

IV. ADOPTION OF AGENDA- Margaret Parker made a motion to adopt the agenda. 2nd made by Dawn Pawlowski. 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- Janelle Geesling- Disciplinary Issues

VII. ACTION ITEMS

A. Consent Agenda

i. Minutes

Sept. 8, 2025

ii. Payroll Vouchers

#6 \$ 109,382.53

#7 \$ 111,341.44

iii. Expense Vouchers

#2606 \$ 18,548.22

#2607 \$ 20,544.08

iv. 1st Reading Policy Advisories 917-958

Dawn Pawlowski 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 Policy Advisories 915-916

Brandon Wells made the motion to adopt policy advisory 915. 2nd made by Maragret Parker. Motion passed 5-0.

2. Discussion/Consideration/ Approval of Annual Financial Report

Brandon Wells made a motion to approve the Annual Financial Report as presented by the Business manager. 2nd made by Dawn Pawlowski. Motion passed 5-0.

3. Discussion/Consideration/ Approval of Pay InCrease/ Minimum Wage

Dawn Pawlowski made a motion to approve the removal of step 1 on the classified pay scale for food service worker and custodians to address the 2026 Arizona minimum wage. 2nd made by Brandon Wells. Motion passed 5-0.

C. Personnel Actions*

1. Discussion/Consideration/ Approval of Volleyball Coaches

Brandon Wells made a motion to approve the Superintendent's recommendation to approve Brett River & Megan Ward as volleyball coaches for the 2025-2026 season. 2nd made by Dawn Pawlowski. Motion passed 4-0. Margaret Parker abstained.

2. Discussion/Consideration/ Approval of Archery Coaches

Dawn Pawlowski made a motion to approve the Superintendent's recommendation to approve Dean Pederson & Andy Ward as archery coaches for the 2025-2026 season. 2nd made by Brandon Wells. Motion passed 4-0. Margaret Parker abstained.

3. Discussion/Consideration/ Approval of Certified Substitute

Brandon Wells made the motion to approve the Superintendent's recommendation that we approve Ms. Christina Barrett as certified substitute for the 2025-2026 school year. 2nd made by Dawn Pawlowski. Motion passed 5-0.

4. Discussion/Consideration/ Approval of Student Activities Treasurer

Brandon Wells made the motion to approve Megan Ward as Student Activities Treasurer and Erin Roggenstein as Assistant Activities Treasurer for the 2025-2026 school year. 2nd made by Dawn Pawlowski. Motion passed 4-0. Margaret Parker abstained.

Dawn Pawlowski made a motion to go into Executive Session at 6:05pm. 2nd made by Brandon Wells. Motion passed 5-0.

Returned into regular meeting at 7:04pm.

5. Discussion/Consideration/ Approval of Superintendent Evaluation

Dawn Pawlowski made the motion to approve the Superintendent's evaluation. 2nd made by Brandon Wells. Motion passed 5-0.

D. Upcoming Conferences/Activities

E. Future Meeting Dates/Items for Future Agendas - Monthly Meeting- Nov.10, 2025

F. Correspondence

G. ADJOURNMENT

Margaret Parker made a motion to adjourn the meeting at 7:05 pm. 2nd made by Dawn Pawlowski. Motion passed 5-0.