

BOARD OF EDUCATION

PINE STRAWBERRY SCHOOL DISTRICT #12

Monday, January 12, 2026

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, Margaret Parker, Brandon Wells, Kelsey Randall and Dawn Pawlowski.

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 Brandon Wells. Motion passed 5-0.

2026 Organizational Meeting

Appointment of Acting President for the purpose of facilitating the Organizational Meeting- Brandon Wells is acting President.

Election of Board President- Margaret Parker nominated Dawn Pawlowski for Board President. 2nd made by Kelsey Randall. Motion passed 5-0.

Election of Board Clerk/Media Reporter- Margaret Parker nominated Kelsey Randall for Board Clerk/ Media Reporter. 2nd made by Dawn Pawlowski. Motion passed 5-0.

Election of Legislative Liaison/ASBA Delegate- Thom Cazel nominated Margaret Parker for Legislative/ ASBA Delegate. 2nd made by Kelsey Randall. Motion passed 5-0.

Determine frequency of regular meetings, day of month, time of day and location

Thom Cazel made the motion to have board meetings once a month, the second Monday of the month at 5:30pm in the conference room. 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

Emma Bridwell- 4 Day School Week

VII. ACTION ITEMS

A. Consent Agenda

i. Minutes

Dec. 8, 2025 & Jan. 7, 2026

ii. Payroll Vouchers

#13 \$ 111,314.37

#14 \$ 110,406.63

iii. Expense Vouchers

#2612 \$ 23,872.96

#2613 \$ 12,493.23

Thom Cazel made the motion to approve the consent agenda. 2nd made by Kelsey Randall. Motion passed 5-0.

B. New Business

1. Discussion/Consideration/ Approval of 4 Day School Week

Thom Cazel made the motion to approve a 4day school week for the school year 2026-2027. 2nd made by Margaret Parker. Motion passed 5-0.

Staff Travel

a. ETC Synergy User Conference; Prescott, AZ ; Jan. 28-30, 2026; M. Ward

Brandon Wells made the motion to approve travel for the above staff as presented by the Superintendent. 2nd made by Kelsey Randall. Motion passed 4-0. Margaret Parker abstained.

C. Personnel Actions*

D. Upcoming Conferences/Activities

E. Future Meeting Dates/Items for Future Agendas - Monthly Meeting- Feb. 9, 2026

F. Correspondence

G. ADJOURNMENT

Thom Cazel made a motion to adjourn the meeting at 6:00pm. 2nd made by Kelsey Randall. Motion passed 5-0.