

# **BOARD OF EDUCATION**

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

Monday, April 13, 2026

### **Board Meeting Minutes**

**I. CALL TO ORDER-** The meeting was called to order at 5:41pm by Dawn Pawlowski.

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

**III. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE-** The Pledge of Allegiance was led by Dawn Pawlowski.

**IV. ADOPTION OF AGENDA-** Margaret Parker made a motion to adopt the agenda. 2nd made by Thom Cazel. 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- absent
- 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

Mar.23, 2026

ii. Payroll Vouchers

#20 \$ 99,168.05

#21 \$ 109,507.39

iii. Expense Vouchers

#2620 \$ 7,367.81

#2621 \$ 13,758.66

iv. Safe Routes to Schools funding from Gila County- \$40,000

Margaret Parker made the motion to approve the consent agenda. 2nd made by Kelsey Randall. Motion passed 4-0.

## **B. New Business**

### **New Items**

#### **1. Discussion/Consideration/ Approval of Fencing Grant**

Thom Cazel made the motion to accept the amount of \$59,250 from the Arizona School Facilities Board for the fencing grant. 2nd made by Kelsey Randall. Motion passed 4-0.

#### **2. Discussion/Consideration/ Approval of Fire Alarm system Grant**

Kelsey Randall made the motion to accept the amount of \$161,581.52 from the Arizona School Facilities Board for the fire alarm system grant. 2nd made by Thom Cazel. Motion passed 4-0.

### **Student Travel**

- a. 8th Grade; April. 19-23, 2026; Sea World; San Diego, CA
- b. 1st Grade; April 20, 2026; Green Valley Park, Payson, AZ
- c. 2nd Grade; April 23, 2026; Tonto National Monument; Roosevelt, AZ
- d. KG, 1st & 2nd Grade; May 8, 2026; Old School House; Strawberry, AZ
- e. Band; May 11, 2026; Sunsplash; Mesa, AZ

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

## **C. Personnel Actions\***

#### **1. Discussion/Consideration/ Approval of Retirement**

Margaret Parker made the motion to approve Mrs. Mary Ann Runzo's letter of resignation/retirement effective May 22, 2026. 2nd made by Kelsey Randall. Motion passed 4-0.

#### **2. Discussion/Consideration/ Approval of Resignation**

Kelsey Randall made the motion to accept Ms. Kristina Brown's letter of resignation effective May 21, 2026. 2nd made by Margaret Parker. Motion passed 4-0.

#### **3. Discussion/Consideration/ Approval of Classified Contract**

Thom Cazel made a motion to approve the Superintendent's recommendation to offer a classified contract to the attached staff member for the 2026-2027 school year. 2nd made by Kelsey Randall. Motion passed 4-0.

#### **4. Discussion/Consideration/ Approval of Paraprofessional**

Kelsey Randall made the motion to approve the Superintendent's recommendation to offer a classified contract to Dawn Potter as full time paraprofessional, step 5 on the classified pay scale, for the 2026-2027 school year. 2nd made by Thom Cazel. Motion passed 4-0.

#### **5. Discussion/Consideration/ Approval of Certified Teacher**

Thom Cazel made the motion to approve hiring Mrs. Dawn Berube as a teacher for the Pine Strawberry School District for the 2026-2027 school year. Starting at Step MA +24 step 6 on the certified pay scale. 2nd made by Kelsey Randall. Motion passed 4-0.

6. Discussion/Consideration/ Approval of Certified Teacher

Kelsey Randall made the motion to approve hiring Mrs. Erin McCann as a teacher for the Pine Strawberry School District for the 2026-2027 school year. Starting at Step BA +12 step 10 on the certified pay scale. 2nd made by Margaret Parker. Motion passed 4-0.

7. Discussion/Consideration/ Approval of Consultant

Kelsey Randall made the motion to approve hiring Mrs. Mary Ann Runzo as a consultant for the Pine Strawberry School District for the 2026-2027 school year. 2nd made by Margaret Parker. Motion passed 4-0.

**D. Upcoming Conferences/Activities**

**E. Future Meeting Dates/Items for Future Agendas - Monthly Meeting- May 11, 2026, Board Retreat May 6, 2026 at 8:30am.**

**F. Correspondence**

**G. ADJOURNMENT**

Thom Cazel made a motion to adjourn the meeting at 6:00pm. 2nd made by Margaret Parker. Motion passed 4-0.