

BOARD OF EDUCATION

PINE STRAWBERRY SCHOOL DISTRICT #12

Monday, July 13, 2026
Board Meeting Minutes

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

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

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

IV. ADOPTION OF AGENDA-Kelsey Randall made a motion to adopt the agenda. 2nd made by Margaret Parker. 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
- D. Fiscal Services Report – Mrs. Aimee Manjarres

VI. CALL TO THE PUBLIC-NONE

VII. ACTION ITEMS

A. Consent Agenda

- i. Minutes

June 8, 2026

- ii. Payroll Vouchers

#26 \$ 44,685.50

- iii. Expense Vouchers

#2625 \$ 46,425.08

- iv: Policy Advisories GCCA, GCCA-RA, GCO & IC

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

B. New Business

New Items

- 1. Discussion/Consideration/ Approval of 2026-2027 Budget

Kelsey Randall made the motion to accept the budget for fiscal year 2026-2027 as presented by the business manager. 2nd made by Brandon Wells. Motion passed 4-0.

2. Discussion/Consideration/ Approval of Open Enrollment- No action was taken.

3. Discussion/Consideration/ Approval of Digital Marquee

Brandon Wells made the motion that the Governing Board approve the purchase and installation of a digital marquee. 2nd made by Kelsey Randall. Motion passed 4-0.

4. Discussion/Consideration/ Approval of Cafeteria HVAC

Kelsey Randall made a motion that the Governing Board approve the purchase and installation of a split-unit air conditioning system for the cafeteria. 2nd made by Brandon Wells. Motion passed 4-0.

5. Discussion/Consideration/ Approval of Additional Duty Stipends

Brandon Wells made the motion to approve the additional duty stipends for the school year 2026-2027 as presented by the Superintendent. 2nd made by Kelsey Randall. Motion passed 4-0.

6. Discussion/Consideration/ Approval of Handbooks

Kelsey Randall made the motion that the Governing Board adopt the handbooks for the school year 2026-2027 as presented by the Superintendent. 2nd made by Brandon Wells. Motion passed 4-0.

7. Discussion/Consideration/ Approval of Facilities Fee Schedule

Brandon Wells made the motion to approve the Pine Strawberry Elementary School District community use of facilities fee schedule as presented by the Superintendent. 2nd made by Kelsey Randall. Motion passed 4-0.

8. Discussion/Consideration/ Approval of Sole Source Providers

Kelsey Randall made the motion to approve the attached list of sole source providers for the school year 2026-2027. 2nd made by Brandon Wells. Motion passed 4-0.

C. Personnel Actions*

1. Discussion/Consideration/ Approval of Certified Teacher

Kelsey Randall made the motion to approve hiring Mr. Jerzon Canete as a teacher for the Pine Strawberry School District for the 2026-2027 school year. Starting at Step MA +12 step 9 on the certified pay scale. 2nd made by Brandon Wells. Motion passed 4-0.

2. Discussion/Consideration/ Approval of Certified Substitutes

Brandon Wells made the motion to approve the Superintendent's recommendation that we approve the individuals listed above as certified substitutes for the 2026-2027 school year. 2nd made by Kelsey Randall. Motion passed 4-0.

3. Discussion/Consideration/ Approval of Classified Substitutes

Kelsey Randall made the motion to approve the Superintendent's recommendation that we approve the individuals listed above as classified substitutes for the 2026-2027 school year. 2nd made by Brandon Wells. Motion passed 4-0.

D. Upcoming Conferences/Activities

E. Future Meeting Dates/Items for Future Agendas - Monthly Meeting- August 10, 2026

F. Correspondence

G. ADJOURNMENT

Margaret Parker made a motion to adjourn the meeting at 6:30pm. 2nd made by Kelsey Randall. Motion passed 4-0.