

BOARD OF EDUCATION

PINE STRAWBERRY SCHOOL DISTRICT #12

Monday, September 14, 2026

Board Meeting Minutes

I. CALL TO ORDER- The meeting was called to order at 5:31pm by Kelsey Randall.

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

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

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
- 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

Aug. 10, 2026

ii. Payroll Vouchers

#04	\$ 113,763.30
#05	\$ 107,619.98
#06	\$ 106,600.96

iii. Expense Vouchers

#2703	\$ 16,261.04
#2704	\$ 129,335.09
#2705	\$ 23,954.22

iv: Policy Advisories 1065-1068

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

B. New Business

New Items

1. Discussion/Consideration/ Approval of Policy Advisories 1047-1064

Thom Cazel made the motion to adopt policy advisories 1047-1064 as presented with the exception of policy 1054. 2nd made by Bradon Wells. Motion passed 4-0.

2. Discussion/Consideration/ Approval of 301 Plan

Thom Cazel made the motion to approve the final 301 performance plan pay-out to certified teachers who meet their goals as outlined.

Does Not Meet Expectations: 0%

Approaching Expectations: 50%

Partially Meets Expectations: 75%

Meets Expectations: 100%

2nd made by Brandon Wells. Motion passed 4-0.

3. Discussion/Consideration/ Approval of Updated Calendar

Brandon Wells made the motion to approve the updated calendar for SY 2026-2027 as presented by the Superintendent. 2nd made by Maragret Parker. Motion passed 4-0.

4. Discussion/Consideration/ Approval of IGA

Brandon Wells made a motion to approve the Intergovernmental Agreement with Payson Unified School District for the next 5 years, ending on June 30, 2031. 2nd made by Margaret Parker. Motion passed 4-0.

5. Discussion/Consideration/ Approval of Point Reduction Plan

Brandon Wells made the motion to accept the point reduction program as presented by the Superintendent. 2nd made by Thom Cazel. Motion passed 4-0.

6. Discussion/Consideration/ Approval of 2027 Capital Plan

Thom Cazel made the motion that the Governing Board approve the FY 2027 Capital Plan as presented. 2nd made by Brandon Wells. Motion passed 4-0.

7. Discussion/Consideration/ Approval of Intercom

Thom Cazel made the motion that the Governing Board approve the purchase and installation of a new intercom system as presented. 2nd made by Margaret Parker. Motion passed 4-0.

8. Discussion/Consideration/ Approval of Counseling

Thom Cazel made the motion to award the School Counseling contract to Presence Learning for the school year 2026-2027, because they meet the needs of the district. 2nd made by Brandon Wells. Motion passed 4-0.

9. Discussion/Consideration/ Approval of Wheel Fun-Pine Strawberry Mountain Bike Club

Brandon Wells made the motion to approve the Superintendent recommendation to approve the Wheel Fun- Pine Strawberry Mountain Bike Club for the school year 2026-2027. 2nd made by Margaret Parker. Motion passed 4-0.

Student Travel

1. 4th Grade; Sept. 24, 2026; Water Festival; Payson, AZ
2. 2nd - 5th Grade; Oct. 1, 2026; Northern Gila County Fair; Payson, AZ
3. 1st & 2nd Grade; Oct. 29, 2026; Out Of Africa; Camp Verde, AZ

Thom Cazel made the motion to approve travel for the above students as presented by the Superintendent. 2nd made by Brandon Wells. Motion passed 4-0.

Thom Cazel made a motion to go into Executive Session at 6:12pm. 2nd made by Brandon Wells. Motion passed 4-0.

Returned to regular board meeting at 6:17pm.

C. Personnel Actions*

1. Discussion/Consideration/ Approval of Resignation

Brandon Wells made a motion to approve Mr. Alan Perkins' letter of resignation. 2nd made by Thom Cazel. Motion passed 4-0.

2. Discussion/Consideration/ Approval of Certified Teacher

Thom Cazel made a motion to approve hiring Mr. Eddie Perales as a teacher for the Pine Strawberry School District for the 2026-2027 school year. Starting at Step BA +12 step 4 on the certified pay scale. 2nd made by Brandon Wells. Motion passed 4-0.

3. Discussion/Consideration/ Approval of Certified Substitute

Brandon Wells made a motion to approve the Superintendent's recommendation that we approve Ms. Fran Thus as certified substitute for the 2026-2027 school year. 2nd made by Margaret Parker. Motion passed 4-0.

D. Upcoming Conferences/Activities- ASBA County Meeting

E. Future Meeting Dates/Items for Future Agendas - Monthly Meeting- Oct. 12, 2026

F. Correspondence

G. ADJOURNMENT

Thom Cazel made a motion to adjourn the meeting at 6:22pm. 2nd made by Margaret Parker. Motion passed 4-0