

BOARD OF EDUCATION

PINE STRAWBERRY SCHOOL DISTRICT #12

Monday, January 9, 2023

Board Meeting Minutes

- I. CALL TO ORDER-** The meeting was called to order at 5:14 pm by Jennifer Zimmerman.
- II. ROLL CALL-** Present Thomas Cazel, Dawn Frank, Margaret Parker, Jennifer Zimmerman and Sherri Hampton
- III. PLEDGE OF ALLEGIANCE-** The Pledge of Allegiance was led by Jennifer Zimmerman.
- IV. ADOPTION OF AGENDA-** Dawn Frank made a motion to approve the agenda. 2nd made by Thom Cazel . Motion passed 5-0.

2023 Organizational Meeting

Appointment of Acting President for the purpose of facilitating the Organizational Meeting

Jennifer Zimmerman appointed Thom Cazel as acting President.

Election of Board President

Margaret Parker made a motion to elect Jennifer Zimmerman as Board President. 2nd made by Dawn Frank. Motion passed 5-0.

Election of Board Clerk/Media Reporter

Margaret Parker made the motion to elect Thom Cazel as Board Clerk/Media Reporter. 2nd made by Dawn Frank. Motion passed 5-0.

Election of Legislative Liaison/ASBA Delegate

Jennifer Zimmerman made a motion to elect Dawn Frank as Legislative/ASBA Delegate. 2nd made by Margaret Parker. Motion passed 5-0.

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

Margaret Parker made the motion to have board meetings once a month, on the second Monday at 5:30 in Pine Strawberry School's conference room. 2nd made by Dawn Frank. Motion passed 5-0.

Sign conflict of interest

V. INFORMATION ITEMS

- 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. 8th Grade Trip- Mrs. Candi Paine

VI. CALL TO THE PUBLIC-NONE

VII. ACTION ITEMS

A. Consent Agenda

- i. Approval of Minutes

Nov. 14, 2022

Thom Cazel made the motion to approve the above minutes. 2nd made by Dawn Frank. Motion passed 4-0.

B. New Business

- i. Discussion/Consideration/Approval of Payroll Vouchers

#11	\$ 105,664.31
#12	\$ 99,974.42
#13	\$ 108,133.31
#14	\$ 89,298.11

Margaret Parker made a motion to approve the above listed payroll vouchers. 2nd made by Thom Cazel. Motion passed 5-0.

- ii. Discussion/Consideration/Approval of Expense Vouchers

#2209	\$ 73,164.15
#2210	\$ 32,481.87

Margaret Parker made a motion to approve the above listed expense vouchers. 2nd made by Dawn Frank. Motion passed 5-0.

- iii. Discussion/Consideration/Approval of Bid for Playground Equipment

Dawn Frank made a motion to approve the playground equipment bid to Play It Safe ,because they were the lowest bidder. 2nd made by Thom Cazel. Motion passed 5-0.

- iv. Discussion/Consideration/Approval of Travel Request

Student Travel

- a. Request for 8th Grade to travel to Northern Arizona University

Thom Cazel made the motion to approve the Superintendent's recommendation to approve the 8th grade students to tour Northern Arizona University on Mar. 8, 2023. 2nd made by Margaret Parker. Motion passed 5-0.

- b. Request for Student Council to travel to the AAJHSC Student Retreat/Footprint Center

Margaret Parker made the motion to approve travel for the Student Council to go to Phoenix, AZ to attend the AAJHSC Student Retreat/ Footprint Center on Mar. 31, 2023. 2nd made by Dawn Frank. Motion passed 5-0.

Staff Travel

- a. Request for Megan Ward to travel to The 2023 ETC Annual Synergy User Conference

Dawn Frank made the motion to approve travel for Megan Ward to attend the 2023 ETC Annual Synergy User Conference in Camp Verde, AZ on Feb. 2-3, 2023. 2nd made by Thom Cazel. Motion passed 4-0. Margaret Parker abstained.

- b. Request for Angus MacFarlane & Andy Ward to travel to the Handle with Care Recertification Training

Thom Cazel made a motion to approve Angus MacFarlane and Andy Ward to attend Handle with Care Recertification Training in Phoenix, AZ on Feb. 9, 2023. 2nd made by Dawn Frank. Motion passed 4-0. Margaret Parker abstained.

C. Personnel Actions*

- i. Discussion/Consideration/Approval of Transition to Retirement

Dawn Frank made a motion to approve the Superintendent's recommendation to accept Ms. Kelly York's letter to transition into retirement effective Jan. 2, 2023. 2nd made by Margaret Parker. Motion passed 5-0.

D. Upcoming Conferences/Activities

- No School- Martin Luther King Day; Monday, Jan. 16, 2023
- Pastries with Parents; Friday, Jan. 27, 2023; 7am-8am
- Flag Ceremony; Friday, Jan. 27, 2023; 8:15am

E. Governing Board Member Updates

F. Future Meeting Dates/Items for Future Agendas - Feb. 13, 2023

March meeting is moved to the 6th, because of spring break and the April meeting is moved to the 3rd, because the 10th is no school.

G. Correspondence

H. ADJOURNMENT

Thom Cazel made a motion to adjourn at 6:38pm. 2nd made by Margaret Parker. Motion passed 5-0.