

PINE FOREST EDUCATION ASSOCIATION, INC.
PINE FOREST CHARTER SCHOOL

2257 E. Cedar Avenue, Flagstaff, AZ 86004

NOTICE OF PUBLIC MEETING

3:30, Monday, November 20, 2023

Pursuant to Arizona revised Statutes (A.R.S. 38-431.02), notice is hereby given to the members of the Pine Forest Education Association, Inc., Pine Forest Charter School Governing Board, and to the general public, that the Directors and Governing Board will hold a public meeting, open to the public as specified below in the designated board meeting room at Pine Forest Charter School, Flagstaff, AZ. The Board reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specific time.

Pursuant to A.R.S. 38-431.03.A.2, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda, for protection of confidentiality of parties or to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Kelly Smith at 928-779-9880. Requests should be made as early as possible to allow time to arrange accommodation.

DATED AND POSTED this ____ day of _____ 2023.

By _____
Cindy Roe, Executive Director

PINE FOREST EDUCATION ASSOCIATION, INC.
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3:30, Monday, November 20, 2023

Governing Board General Meeting Minutes

I. WELCOME - Call to order at 3:39 pm

Verse: The Social Ethic - *The healthy social life is found when in the mirror of each human soul the whole community finds its reflection; and when in the community the virtue of each one is living.*

Mission: *Pine Forest School provides an education of the whole child and is dedicated to helping individuals achieve their full intellectual, emotional, and physical potential in a sustainable and beautiful environment which reinforces integrity, understanding, respect, and trust. Guided by the Core Principles of Public Waldorf Education, we prepare our children to walk into the future with confidence and the necessary tools to create a better world.*

A. Roll Call (X-present, A-absent): Ellen Ryan _x_ Johanna Payton _x_ Kate Mareck _x_ (joined at 3:55) Alex Carpenter x_ Becca Dickerson _x_

Ex Officio: Cindy Roe _x_ Kelly Smith x_ (joined at 3:55) Guest/Faculty: _____

II. APPROVAL OF AGENDA: Motion to approve the agenda with the addition of adding PFF members Kate Mareck, Becca Dickerson, and Cindy Roe to Action Item 1 by Ellen Ryan, 2nd by Alex Carpenter. Unanimously approved by Alex Carpenter, Becca Dickerson, and Ellen Ryan.

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: October 24, 2023 General Meeting Minutes. Motion to approve the October 24, 2023 General Meeting Minutes with correction of changing title on page one to minute from agenda and in VI.3 remove the dollar sign before 202.37 by Alex Carpenter, 2nd by Ellen Ryan. Unanimously approved by Alex Carpenter, Becca Dickerson, and Ellen Ryan.

B. Governing Board Executive Session Minutes of September 26, 2023 - Motion to approve the Governing Board Executive Session Minutes of September 26, 2023 with the correction of changing the date in the title of the document to 9-26-2023 by Ellen Ryan, 2nd by Alex Carpenter. Unanimously approved by Alex Carpenter, Becca Dickerson, and Ellen Ryan.

IV. REVIEW FINANCIALS:

A. Review payroll register, bank statements, financial reports - Cindy will have Financial reports from October, November and December ready for the January board meeting.

V. CALL TO THE PUBLIC (This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. 38-431.01.G., action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)

VI. REPORTS

A. Faculty:

- Meetings

Topics of Discussion:

Firedrills, progress reports & parent teacher conferences

Patti Laird Martin was nominated for Teacher of the Year

- Professional development

Teachers continue to attend LTRS trainings which will continue into August of 2024.

Teachers are being asked to begin practicing restorative circles based on the training we are receiving in Restorative Justice.

Teachers with recent Waldorf training have been asked to give presentations to faculty sharing information or a skill with practical applications in the classroom. The presentations should begin in January.

- Class events/Field trips

Lantern Walk happened on Friday, Nov 19

Winter Spiral is now on December 11 for Kinder - 2 from 5:30-6:30.

December 13 for 3 - 4 with Upper Grades from 5:30-6:30

- Community service

Teachers and PTG reaching out to parent body for help with Winterfaire.

Christy M. has organized a multitude of services for faculty and students:

Faculty:

Free counseling available with the county

Yoga w Deanne.

Students:

NAU Toy Drive is going on by NAU Law Enforcement.

After school tutoring with America Reads on Thursday from 3:10-4:10.

Free Counseling with Everybody matters

B. Director of Education:

1. FTE and enrollment 224

2. Academic performance

The Academic Letter Grade from the State awarded to Pine Forest is a "B"

3. Personnel

Efforts ongoing to hire new substitute teachers

4. School safety

a. Physical

Continue to secure access points to school grounds and school buildings.
Ensure appropriate check-in/out procedures for visitors.

b. Psychological

Continue to build trusting relationships among staff, faculty, and students.
Continue to provide Professional Development to support the social and emotional health of our staff and students.
Continue to build a positive school climate.
Continue to work with the new MTSS process to ensure Positive discipline practices and connections with our parent community.

C. Executive Director:

1. Funding/Enrollment

November ADM 208.83

2. Financial reports

Will be discussed at January meeting.
Efforts ongoing to increase tax credit donations.

3. Building/Property/Operations

Snow removal:

Foxglove landscape to shovel snow (walkways only)

A&A Cutting

Updates being made to comply with Health Dept. regulations of public kitchen use.

4. Staffing

5. Legal/Audit

Audit was reviewed by the Board

6. Fundraising/Marketing

a. Cinnamon rolls 6th Grade

b. Flagstaff Chamber of Commerce - Guide Magazine- half page ad this coming year-

7. Facility Use -

ArtAbility _ one time filming use

8. City/State/County/Federal/ Waldorf Community

a. Liz Beaven may be returning in January for follow-up ACWE

b. Reclaimed water agreement with city signed for 5 years -

D. Pine Forest Foundation:

1. School grants/loans

2. Events

E. Committees:

3. Evaluations

PFEA, Inc (PFS) Governing Board Meeting November 20, 2023

VII. ACTION ITEMS: Discuss and possible action (The Board may elect to convene an Executive Session for protection of confidentiality of parties. No formal action can take place at this time. Any further consideration of the topic will be placed as an agenda item for a future Board meeting. At the conclusion of the Executive Session, the Board will adjourn the executive session with no action being taken.

A. Approve PFF Board Members and Officers:

President, Martine Stonebraker; Treasurer, Jessica Baglione; Secretary, Inok Alrutz, Members Cindy Roe, Kate Mareck and Becca Dickerson. Motion to approve the above stated PFF officers and members by Ellen Ryan, 2nd by Kate Mareck. Unanimously approved - all board members in attendance now.

VIII. PERSONNEL (The Board may vote to convene in Executive Session)

IX. OLD BUSINESS

X. NEW BUSINESS

XI. DISCUSSION

XII. ADJOURN (*Next Regular Board Meeting January 22, 2024 at 3:30 pm.*) Motion to adjourn by Ellen Ryan, 2nd by Kate Mareck. Unanimously approved. Meeting was adjourned at 4:10 pm.

Submitted by Kate Mareck, Secretary, November 23, 2023

Agendas and Minutes are available on the PFS website.