

PINE FOREST EDUCATION ASSOCIATION, INC.
PINE FOREST CHARTER SCHOOL
2257 E. Cedar Avenue, Flagstaff, AZ 86004

NOTICE OF PUBLIC MEETING

3:30 p.m.

Monday, January 22, 2024

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 at _____.

By _____

Cindy Roe, Executive Director

Governing Board General Meeting Minutes

I. WELCOME-- Call to order at 3:33 by Ellen Ryan.

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__
Alex Carpenter __x__ Kate Mareck __x__ Becca Dickerson __x__ Ex Officio: Cindy Roe __x__ Kelly
Smith __x__ Guest/Faculty: _____

II. APPROVAL OF AGENDA: motion to approve agenda by Johanna Payton, seconded by Kate Mareck.
Unanimously approved.

III. APPROVAL OF MINUTES:

A. November 20, 2023 Governing Board General Meeting: motion to approved the 11-20-23 General Meeting minutes by Alex Carpenter, seconded by Johanna Payton. Unanimously approved.

B. [Exec. Session (if applicable)]

C. [Special Session (if applicable)]

IV. 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.)

V. REPORTS

A. Faculty: Johanna Payton

1. Professional Development

a. Teachers continue LETRS training (literacy) through August 2024

b. Continuing with Restorative Pracices.

c. PD scheduled for February 2, for Restorative Practices, Everybody Matters (counseling), and Galileo (assessments)

d. 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.

2. Meetings

a. Five faculty meetings since Nov 20

1. topics: Winterfaire follow-up, Holiday faculty party, teacher check ins, parent communication regarding email format from teachers, Galileo Testing. Class Play schedules, Gradebook, Sub folders.

3. Class Events/ Field Trips

- a. 4th Grade Zoo trip is planned for May. 1
- b. 6th Grade went to the pond and the Observatory.

4. Community Service

- a. Teachers are asking parents to consider giving AZ State tax donations to help raise funds for playground equipment. \$20,000 goal
- b. Christy M. has organized:
 - 1. free counseling with the County for faculty
 - 2. Yoga with Deanna for faculty
 - 3. Free family counseling with Everybody Matters

B. Director of Education: Kelly Jecmen

1. Enrollment at 225

- a. 3 students withdrew
- b. 4 students enrolled

2. Academic Performance:

- a. Galileo assessments are complete
- b. Teachers are meeting with our Data Specialist or Director of Ed to discuss student movement and look at strategies to advance students with standards that the class is struggling with.
- c. DIBELS K-3 benchmark assessments are still in progress.
- d. Kindergarten Entry Assessments are almost complete and will be submitted to the state on or before January 31st.
- e. Teachers will begin after school tutoring this week. Grades 2-8 teachers interested.

3. Personnel

- a. Continue hiring process for Substitutes

4. School Safety

a. Physical

- 1. Continue to secure access points to school grounds and school buildings
- 2. Ensure appropriate check-in/out procedures for visitors
- 3. Continue collaboration with FUSD as needed

b. Psychological

- 1. Continue to build trusting relationships among staff, faculty and students becoming a Restorative School
- 2. Continue to provide Professional Development to support the social emotional health of our staff and students.
- 3. Continue to build a positive school climate
- 4. Continue to work with the new MTSS process to ensure Positive discipline practices and connections with our parent community.
- 5. Complete training on Restorative Practices with the County.

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C. Executive Director: Cindy Roe

1. Enrollment / funding budget January ADM 208.33. Our hundredth day is January 29th, when funding becomes fixed.
2. Budget/finances
 - a. See October reports
 - b. Tax Credit- through Jan. Receipt letters FY23 to go out this Friday.
3. State, County, Federal, Waldorf Community
 - a. Jan. Alliance for Public Waldorf Education. See Drive document.
 - b. Jan. ACWE meeting, see Drive document.
 - c. W-2s distributed.
4. ADE, ASBCS, Other State
 - a. Cycle 4 Presentation Jan. 9 - See - Guidance doc and Powerpoint
 - b. Governors Grant Complete \$101,000.00
 - c. SRSA (Small Rural School Achievement) 2020 complete
 - d. ESS Phase 1, Phase II complete - Oct. 1 federal count of ESS students, Phase II reconcile, Phase III differences
5. Marketing/Community Connection
 - a. **Facility Use –**
 1. **ArtAbility _ - Workshop to Spring Break - PFS students encouraged to participate**
 2. **Sambatique continues**
 3. **Young Jammers**
 - b. **Kitchen working with Current Family - Meals for private sales**
6. Inspections
 - a. County compliance - Kitchen and Building License- current
 - b. Food handlers license – January PFS will hire someone if non-compliant
7. Legal/ Audit
8. Operations
9. Fundraising
10. Site

D. Pine Forest Foundation: Alex Carpenter

1. Alex Carpenter, Stephanie Bontrager, and Aurora Phillips have stepped down from the Foundation.

E. Committees

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VI. 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. Vote to approve Dress Code Policy

- a. Ellen Ryan moved to approve draft from 1-22 -24 with additional changes highlighted in the draft.
- b. Seconded by Kate Mareck. Unanimously approved.

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. ADJOURN (Next General Board meeting Monday, February 20, 2024) Becca Dickerson left the meeting at 4:34. Motion to adjourn at 4:36 by Kate Mareck, seconded by Alex Carpenter. Unanimously approved.

Submitted by Kate Mareck, Secretary, January 26, 2024

Agendas and Minutes are available on the PFS website.