

PINE FOREST EDUCATION ASSOCIATION, INC.

PINE FOREST CHARTER SCHOOL

2257 E. Cedar Avenue, Flagstaff, AZ 86004

NOTICE OF PUBLIC MEETING

3:30, Monday, March 25, 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 _____ 2024.

By _____
Cindy Roe, Executive Director

Governing Board General Meeting Agenda Draft

I. WELCOME – Call to order at 3:24.

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 Maersk X Baca Dickerson X ex Officio: Cindy Roe X Kelly Smith X
Guest/Faculty: _____

II. APPROVAL OF AGENDA: Motion to approve agenda for 3/25/24 by Johanna Payton, Second By Becca Dickerson. Unanimously approved.

III. APPROVAL OF MINUTES:

A. February 26, 2024 Governing Board General Meeting

Motion to approve by Alex Carpenter, Second by Ellen Ryan. Unanimously approved.

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

Meetings

There have been 3 faculty meetings since the last board meeting: Feb 21, March 6, and Mar 20, 2024

Meeting topics have consisted of

a. Preparing for AASA testing coming up

b. Committee meetings in prep. For upcoming presentations

c. In future meetings teachers will continue to present topics/skills with Waldorf Inspirations as learned in Waldorf teacher trainings

Professional development

a. Teachers were required to complete short classes in preparation for administering the AASA, via the LMS state site.

b. The LETRS program is halfway completed. Teachers attending class should complete the program in September of 2024

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- c. Many teachers have signed up for week-long summer training programs “Teaching as an Art” in preparation for moving up/down to a new grade.
- Class events/Field trips
 - a. 7th grade proposed a fundraiser selling t-shirts/sweatshirts with the Pine Forest logo
 - b. 8th grade continues to sell pizza
 - c. Class plays
 - 2nd and 4th grade had their class plays 2nd - The Great Ball Game, 4th - The Fate of Baldur. Both plays were a success being performed for both the school and the parents. The night time performances for parents involved a pizza dinner (2nd) and a potluck (4th), 5th, 8th and 3rd will perform their plays in the upcoming weeks.
 - d. Pentathlon is coming up in May
 - e. 4th zoo trip in May
 - f. 6th had a nice trip to Kartchner Caverns State Parks
- Community service
 - a. We are very close to raising enough money for our new playground equipment.
 - b. Terra Birds is scheduled to start up again in the spring

B. Director of Education:

- FTE and enrollment - 230 head count. Two withdrawals, Five new enrollments
- Academic performance
 - a. Teachers are preparing for the AASA (grades 3-8) and finishing up with the AZSCI (Grades 5 and 8). One student in 8th and 5th grade has completed one of the three assessments
 - b. AZELLA Spring Reassessment Testing - New Student to PFS is taking the AZELLA placement test.
 - c. Working with Districts, State and Pearson Access Next to register all new students to access AZSCI and AASA Assessments under PFS. All students must test.
- Personnel
 - a. Continue to work on hiring substitutes. New substitute started last Friday. Interviews for substitutes are ongoing.
 - b. Hired a new 5th grade teacher for SY 24/25
 - c. In the Process of hiring a Music teacher, interview scheduled for tomorrow, Tuesday and a SPED teacher for SY 24/25
- School Safety
 - a. Sign in and Sign out – Tracking
 - 1. Students

2. Parent volunteers
3. NAU practicum students
- b. Continuous reminders to keep doors and windows closed and locked
- c. Social Emotional Care of Staff and Students - Positive School Climate

C. Executive Director:

Funding/Enrollment

September ADM 202.37 October ADM 209.57

November ADM 208.83

December ADM 208.33

January ADM 208.39– 100th day January 29- funding becomes fixed

February ADM 208.131

March ADM 208.40

Financial report

a. FY25 draft budget on 210 for now, with annual teacher step increases, increase in number of classroom assists for state program from 5 to 6 grades, increase sped teacher to two full time plus a full time paraprofessional, absorbing total counselor salary (county paid half the last 2 years, a 40% increase beginning FY23 continued through FY24), increase in front desk wages- Will watch enrollment through most of April for increase from 210-

b. One time state aide payment 2 payments total about \$64,000-

Building/Property/Operations

a. Operations

- Student supplies- computer purchase with SRSA 120 new \$32,500
- Erate increase from 500 M down to 1000M \$50 per month - July

b. Inspections

1. County compliance - Kitchen and Building License- current

a. Food Managers - Dara Rabin

2. State Fire Marshal

a. Extensions in Music- daisies: fixed

b. Rug blocking door: fixed

c. Curtains blocking door exit

d. Working with integrated sound on mechanism - expensive quote

e. Chairs blocking safe passage: fixed

f. Panic bar broken: fixed

3. Site

a. Playground still waiting for installer quote

b. Exterior - Fascia, Sign, Gutters

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1. Working with Herron Design - goal by Aug 1, 2024
 - c. Parking lot C & E paving - waiting
 - d. Ladders for safety escape- must outfit for very wide sills over 11 Inches
4. Staffing
5. Legal/Audit
 - Begins June
6. Fundraising/Marketing
 - a. Facility Use –
 1. Camp - Flagstaff Exploration Community - 24 possible 4-12
 2. ArtAbility _ - Workshop to Spring Break - PFS students encouraged to participate
 3. Sambatique continues
 4. Young Jammers
 5. Kitchen working with Current Family Business Small Batch- Vendor is continuing to get county license
 - b. Open House - Kindergarten and Preschool Open House late April early May
7. City/State/County/Federal/ Waldorf Community
 - a. ACWE- April 6 Meeting 9:00 - Desert Star - Diane Graber - Will send announcement
- D. Pine Forest Foundation:
Has not met.
- E. Committees:

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. FY25 Teacher Contracts-

- Kate Mareck- Class Teacher
- Stephanie Bontrager- Class Teacher
- Johanna Payton- Class Teacher
- Adrienne Rhode- Class Teacher
- Stephanie Miller- Class Teacher
- Jenny Cummiskey- Class Teacher
- Chelsie Pyles- Class Teacher
- Levi Miller- Class Teacher
- Breck Creech- Class Teacher

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- Amy Huntereece- Class Teacher
- Patti Laird-Martin- Specialty Teacher
- Marc Largie- Specialty Teacher
- Noelia Rivera- Specialty Teacher
- Shing Aruguete- Specialist Teacher Student Services
- Sunny Savage- Specialist Teacher and Coordinator ESS
- Christi McMurray- Student Councilor

Motion to approve teacher contracts by Ellen Ryan. Second by Johanna Payton. Unanimously approved.

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. DISCUSSION

A. Discussion - Review of 2024 -2025 Board meeting dates.

Dates approved.

B. Discussion - Enrollment ideology

Ideal enrollment for the health and progress of Pine Forest – Suggestions of KG cap of 40, grades capped at 30- Further community discussion to follow

C. Discussion – Pine Forest Foundation - Cessation, Discontinuation

Audit and banking questions to be addressed for clarity and legal compliance. PTG can take on most current Foundation duties.

XI. ADJOURN at 4:22. Motion to adjourn by Kate Mareck. Second by Joahnna Payton. (Next Regular Board Meeting April 22, 2024 at 3:30 pm.)

Submitted by Kate Mareck, Secretary, March 28, 2024.

Agendas and Minutes are available on the PFS website.