

**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, April 18, 2022  
Virtual Meeting

\*\*\*\*\*

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 \_\_\_\_\_2022.

By \_\_\_\_\_  
Cindy Roe, Executive Director

April 18, 2022 3:30 pm

Virtual Meeting

## **Governing Board General Meeting Minutes Draft**

### I. WELCOME – Call to order at 3:37 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 Dave Eckert X Johanna Payton A  
Alex Carpenter X Ex Officio: Cindy Roe X Kelly Smith A Guest/Faculty: Jenny  
Commiskey, Faculty

### II. APPROVAL OF AGENDA: Motion to approve the agenda by Dave Eckert, 2<sup>nd</sup> by Alex Carpenter. Unanimously approved.

### III. APPROVAL OF MINUTES:

A. March 28, 2022 Governing Board General Meeting – Motion to approve the March 28, 2022 Governing Board General Meeting minutes by Alex Carpenter, 2<sup>nd</sup> by Dave Eckert. Unanimously approved.

### IV. REVIEW FINANCIALS: Cindy Roe reported that the statements and reports will be ready in May.

- A. Review payroll register –
- B. Review bank statements –
- C. Review financial reports –

### 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.)

NA

### VI. REPORTS

A. Faculty: Dave Eckert

- Meetings – Faculty continued to explore the book, Partnerships of Hope, Chapter 6, Transformation and Renewal. In the last meeting of the month, Salsa dancing was taught by the Spanish teacher.

PFEA, Inc (PFS) Governing Board Meeting April 18, 2022

- Professional development –
  - Class events/Field trips – The May Day Festival is being planned. Class plays are in full swing. Class field trips are occurring.
  - Community service –
- B. Director of Education: Cindy Roe reported for Kelly Smith
- FTE and enrollment – 189 students are enrolled for next year. 18 are in pre-school. The budget will be based on 170. In FY22, 15 students left and 19 entered, but the count was even at the 100<sup>th</sup> day, so the budget wasn't impacted by enrollment.
  - Academic performance –
  - Personnel –
  - School safety –
- C. Executive Director: Cindy Roe
- Funding –
  - Financial report – Enrollment dropped and state funding was reduced, so a revised budget needs to be submitted to the State Charter School Board. Federal funds increased.
  - Building/property –
  - Staffing –
  - Legal/Audit –
  - Fundraising/Marketing – The Earth Day activity of making seed bombs will take place between 11:00 – 2:00. Volunteers are needed at the booth. KNAU ads will begin May 5 with 13 spots running. The next Open House is May 14. The 8<sup>th</sup> grade was very successful in raising funds for their field trip and will not need to use tax credit funds. Tax credit amounts for FY21 have increased over FY20.
  - Additional - The Alliance for Education dates for the Parent Education series are April 26, May 4, and May 11. The series is timely and useful for the PFS community as presenters are experts in the Waldorf field.
- D. Pine Forest Foundation: Alex Carpenter
- School grants/loans – The PFF will continue to fund the Champions for Education program, recently approving Jenny Commiskey for Waldorf Training with the Sophia Institute.
  - Events –
- E. Committees:
- Marketing – The first Open House brought in 4 new enrollments and an additional referral.
  - Evaluations – The process is underway.

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 FY22 Revised Budget – Cindy Roe explained the process of having to submit a revision and why funds were decreased from the state. When enrollment goes down (less

PFEA, Inc (PFS) Governing Board Meeting April 18, 2022

funding received from the state) or less funding is needed for special education (fewer students in the program), a revision is needed. Motion to approve the FY22 Revised Budget by Ellen Ryan, 2<sup>nd</sup> by Dave Eckert. Unanimously approved.

VIII. PERSONNEL (The Board may vote to convene in Executive Session) – There will be more teacher contracts to approve in May.

IX. OLD BUSINESS –

A.

X. NEW BUSINESS –

A.

XI. ADJOURN (Next Regular Board Meeting May 23, 2022 at 3:30 pm.) Motion to adjourn by Dave Eckert. Meeting was adjourned at 4:14 pm.

Submitted by Ellen Ryan, Acting Secretary, on April 19, 2022.

*Agendas and Minutes are available on the PFS website.*