

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

**NOTICE OF BOARD SPECIAL MEETING
3:30 p.m. Wednesday, July 25, 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

PINE FOREST EDUCATION ASSOCIATION, INC.
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July 25, 2022 3:30 pm/Virtual Meeting

Governing Board Special Meeting Minutes Draft

I. WELCOME – Call to order at 3:32 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 A Alex Carpenter X Ex Officio: Cindy Roe X Kelly Smith X Guest/Faculty: NA

II. APPROVAL OF AGENDA: Motion to approve the agenda with correction of inserting accurate date in the header by Alex Carpenter, 2nd by Johanna Payton. Unanimously Approved.

III. 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.)

No comments.

IV. 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.)

Approve:

A. Increase Salary Schedule(s) Base Pay – Class Teacher and Specialty Teacher Schedule (Full Time) - Include Base Pay increase for 2019 (grandfathered) Schedule. Cindy Roe presented data regarding varying increases in pay and how the budget and ability to hold a reserve are affected. Kelly Smith expressed the need to be able to be competitive with salaries. Discussion occurred about the need to be fiscally responsible until we have the enrollment numbers to support increases in pay, the need to increase pay to attract and retain teachers, and a balance between so that the cost of living in Flagstaff is not too much of a burden. A commitment for administration, faculty, staff, and the PFS Community to all work together to increase enrollment is needed. Pre-pandemic enrollment was 259 students, and PFS could increase to that number again to fully sustain

PFEA, Inc (PFS) Governing Board Special Meeting July 25, 2022

- and grow PFS. PFS should be more visible and responsive to each new generation of parents. A clause in contracts does refer to reductions in pay if enrollment numbers drop. Motion to approve the Increase in Salary Schedule(s) Base Pay – Class Teacher and Specialty Teacher Schedule (Full Time) - Include Base Pay increase for 2019 (grandfathered) Schedule by \$4000 this fiscal year by Ellen Ryan, 2nd by Alex Carpenter. Johanna Payton abstained from voting. Motion passed with 2 votes in favor, one abstention.
- B. Increase Hourly minimum rate to \$16.50 – Motion to approve the Increase in Hourly minimum rate to \$16.50 by Ellen Ryan, 2nd by Alex Carpenter. Unanimously Approved.
 - C. Increase Administrator Salary - Director(s) – Motion to approve an increase in Administrator Salary – Directors (2) by \$5000 this fiscal year by Alex Carpenter, 2nd by Ellen Ryan. Unanimously Approved.
 - D. Increase Substitute Pay \$131.25 – Motion to Increase Substitute Pay to \$131.25 by Ellen Ryan, 2nd by Johanna Payton. Unanimously Approved.

- V. ADJOURN (Next Regular Board Meeting August 23, 2022 at 3:30 pm.) Motion to adjourn by Johanna Payton at 4:56 pm.

Submitted by Ellen Ryan, Acting Secretary, on July 26, 2022.

Agendas and Minutes are available on the PFS website.