

PINE FOREST EDUCATION ASSOCIATION, INC.
PINE FOREST CHARTER SCHOOL
1120 W. Kaibab Lane, Flagstaff, AZ 86001

NOTICE OF PUBLIC MEETING

3:30 p.m.

Monday, July 9, 2018

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.

DATED AND POSTED this ____ day of _____ 2018.

By _____
Kelly Smith, Director of Education

Special Board Meeting Minutes

I. WELCOME – Call to order at 3:30 pm by Barbara Bates

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. Through the Waldorf curriculum, 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): Barbara Bates X Pete Giovale X Ellen Ryan X
Kelly Smith A Dave Eckert X Allison Gray X Ryan Williams X Cindy Roe X

B. APPROVAL OF AGENDA: motion to approve agenda by Pete Giovale, 2nd by Dave Eckert, approved by all.

II. APPROVAL OF MINUTES:

A. June 26, 2018 Regular Board Meeting: motion to approve the June 26, 2018 Regular Board Meeting minutes by Pete Giovale, 2nd by Dave Eckert, approved by all.

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-

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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

V. REPORTS

No reports

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. Approved Budget for FY2019: motion to approve FY2019 budget by Barbara Bates, 2nd by Dave Eckert, approved by all.
- B. FY2018-19 Governing Board members: motion to approve the FY2018-19 Governing Board members by Ellen Ryan, 2nd by Dave Eckert, approved by all.
 - ☐ Barbara Bates, President
 - ☐ Pete Giovale, Vice President
 - ☐ Ellen Ryan, Secretary
 - ☐ Allison Gray, Treasurer
 - ☐ Dave Eckert, Director
 - ☐ Ryan Williams, Director
 - ☐ Kelly Smith, Director (Ex Officio)
 - ☐ Cindy Roe, Director (Ex Officio)
- C. Reading program A-Z: motion to approve Reading Program A-Z by Dave Eckert, 2nd by Barbara Bates, approved by all.
- D. Late student admission: motion to approve late admission of kindergarten student by Dave Eckert, 2nd by Ryan Williams, approved by all. Discussion: The Board should adopt a policy describing a grace period for admissions.later.
- E. By Laws and Conflict of Interest: motion to approve the Conflict of Interest Policy by Pete Giovale, 2nd by Dave Eckert, approved by all. No action on the Bylaws. Barbara Bates reported that comments on the Bylaws by the attorney appear on page 4, section 3.12 - 4/5th vote should be changed to 3/5th; page 6, section 6, Executive Committee should be removed or limited authority to matters involving the corporation; and page 8, section 9.5 the statutory agent language could be modified or removed. The attorney suggested a more formal amendment process for the Bylaws and said that Executive Sessions should be called out by the rule specific to personnel or students, or other issues in the agenda. The attorney offered training for the Board. The committee of Pete Giovale, Ellen Ryan, and Barbara Bates will review the changes and bring the Bylaw document back to the next meeting for approval.

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

- A. Evaluation document for Director of Education: motion to approve the evaluation document for the Director of Education by Allison Gray, 2nd by Dave Eckert, approved by all. Allison Gray reviewed the evaluation and recommended going forth with the evaluation process at this time in fairness to the Director of Education and amending the document later. Ellen, Dave, Barb, Pete on The committee of Barbara

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Bates, Pete Giovale, Dave Eckert and Ellen Ryan will continue to review the evaluation with Allison Gray's input. The Executive Director's evaluation will be developed. Cindy Roe reported that she and Kelly Smith have been further defining their specific job duties. Cindy Roe suggested the process include a mid-year review in order to be able to improve and meet goals as necessary. The committee will define the process for reviews which could occur in July, January, and April.

VIII. OLD BUSINESS

- A. Governing Board meeting calendar 2018-19: Changes were discussed: Oct. 22nd moved to Tuesday Oct. 30th, Jan. 28th moved to Tuesday Jan. 29th, April 22nd moved to Tuesday April 30th, add approve PFF Board at Aug. 27th meeting. Evening meetings will begin at 6:30 pm.

Additional discussion: The on-boarding meeting working session with Cindy Roe and the Board will occur Monday, July 16th 3:30 pm.

Pete Giovale encouraged Cindy Roe to create a format for the Foundation and PFS Board to have a joint session.

- IX. ADJOURN (Next Regular Board meeting: Monday, August 27, 2018 at 3:30pm): motion to adjourn at 4:08 pm by Pete Giovale, 2nd by Dave Eckert, approved by all.