PINE FOREST EDUCATION ASSOCIATION, INC.
PINE FOREST CHARTER SCHOOL

2257 E. Cedar Avenue, Flagstaff, AZ 86004

NOTICE OF PUBLIC MEETING

3:30 p.m.

Tuesday, October 29, 2024

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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 at _____.

By_____

Cindy Roe, Executive Director

Governing Board General Meeting Minutes Draft

I. WELCOME – Call to order at

A. 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.*

B. 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.

C. 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 Jecman **X** Jenny Cummiskey **X** Guest/Faculty: Jessie Finney

II. APPROVAL OF AGENDA:
Motion to approve agenda Alex Carpenter, second by Becca Dickerson. Unanimous.

III. APPROVAL OF MINUTES:
Johanna moves to approve September 24, 2024 and October 6, 2024 minutes. Kate Mareck second. Unanimous.

A. Governing Board Minutes: September 24, 2024

B. Board Retreat Minutes: October 6, 2024

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:

A. Faculty:

1. Meetings
   a. School Biography work continues.
   b. Committee work regarding updating our Festivals. Plan to eliminate two December festivals and add one in February.
2. Class events/Field trips
   a. Thursday 31st: Halloween Parade, grades 1-4, Kindergarten Halloween Village.
   b. Festival of Strength and Courage on Sept 27. Daily Sun covered the event.
   c. Fourth Grade went to the Grand Canyon for a day hike.
   d. The mayor of Flagstaff visited 8th grade as part of a Civics Block. (Election Year and preparing for AZ civics test required for a HS diploma. Dr. Hunter Reese is incorporating this into the 8th grade curriculum.

3. Parent Involvement
   a. Halloween party for parents and faculty, Friday, October 25.
   b. Many kindergarten parents volunteered for the many tasks to make the Halloween Village.

B. Director of Education:

1. FTE and enrollment
   a. Currently at 216. Continues to fluctuate. Families moving out of state; new families arriving.

2. Academic performance
   a. End of trimester Nov. 1st. Gradebook will be updated by Monday, Nov 4 in time for Parent/Teacher conferences, Nov. 4th through 6th.
   b. Title 1 Intervention, support staff hired to help Ms. Aruguete.
   c. Move On When Reading state literacy plan submitted and approved.
   d. Special Education 4-year self-audit

      i. In person meeting with state program specialist for guidance regarding updated Child Find Procedures; 45 day screener procedures; how many files still need to be self-audited by the end of the year.
      ii. Sped numbers are currently at 16%, which is over the state-recommended ratio. This may trigger a deeper audit in SY 26. PFS administration has reached out to the county for evaluation support.
      iii. Six PFS students qualify for the Arizona Alternative Assessment, but because of AZ's 1% rule, only 2 students can register for it.

3. Professional Development

a. Faculty practiced "Quick Commits" as part of Restorative Practices work.
b. Positive Discipline workshop has been offered to the PFS community.
c. Humanized Education Book Club sponsored by the Coconino County Education Agency.
d. Continued work on Core Principle #4 with faculty.

4. Personnel
   a. Fifth grade assistant hired.
   b. Music Teacher- possible start in January
   c. 2nd grade ESS paraprofessional resigned. Looking for new hire.
   d. Substitute teachers, still hiring.

5. Student Well Being

   a. Restorative Practices-- foster equitable and positive school culture. Focuses on strengthening relationships and connections between all individuals in the school community.
   b. Everybody Matters-- program teaching coping and social skills. On campus Tuesdays and Wednesdays. Currently working with 9 students.
   c. NAU practicum students working with 4 class teachers.
   d. Girls On The Run practiced a 5K this week in preparation for this weekend's run.
   e. College of Teachers continue Child Studies
   f. Breakfast Program in full swing.

C. Executive Director:

1. Funding/Enrollment
   October: ADM 207.02

2. Financial report:
   FY25 revised from 212 to 207 with 8-A support

3. Building/Property/Operations
   a. Breakfast Program: Oct-Dec, 12 families, 24 students. PFF reimburses PFS for now. Sign- up through Friday.
   b. Drill: Shelter In Place. Some concerns: alarm/speaker for outside; locking doors for absent leads.
   c. Facility use:
      i. Young Jammers - September 19-
      ii. Camp - Flagstaff Exploration Community Art Camp Wednesdays -
      iii. Small Batch - Up and Going- no income for school yet-
      iv. Flagstaff Mountain Town Market PFS parking lot - July - October
   d. Inspections
      i. County has not yet come for kitchen inspection.
      ii. DHS: some compliance: still need some employees' certificates of degrees or training
      iii. State Fire Marshal has not yet come.
   e. Site
      i. Exterior signs by Signarama: deciding on color; our electrician is looking for access soffit; City has approved permit
      ii. Safety ladders are in place.
      iii. Second shed is installed.

4. Legal/Audit
   Discuss documents in Drive

5. Fundraising/Marketing
   a. Daily Sun covered Festival of Strength and Courage
   b. School wide focus on preschool and kindergarten enrollment.

i. Pre-school enrollment is 18; kindergarten 20.

6. City/State/County/Federal/Waldorf Community
   a. Faculty and Board are studying #4 of the Seven Core Principles of Waldorf education, in collaboration with the Alliance for Public Waldorf Education.

D. 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. Accept resignation of Johanna Payton from Pine Forest Education Association, Inc. Governing Board.
Motion to accept Ms. Payton's resignation by Alex Carpenter, second by Ellen Ryan. Unanimously approved.

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. DISCUSSION

A. Core Principles of Waldorf Education – Human Relationships (#4)

Reviewed the Core Principle and proposed actions regarding process and procedure of building relationships between the board and the Pine Forest community.

XI. ADJOURN
Motion to adjourn at 5:09 by Alex Carpenter, second by Ellen Ryan. Unanimous

(Next Regular Board Meeting, November 25, 2024 at 3:30 pm.)

Submitted by Kate Mareck, Secretary November 5, 2024

Agendas and Minutes are available on the PFS website.