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, November 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 at _____.

By_____

Cindy Roe, Executive Director

Governing Board General Meeting Minutes Draft

I. WELCOME – Call to order at 3:34

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** Jesse Finney: **A** Alex Carpenter: **A** Jenny Cummisky: **A** Kate Mareck: **X** Becca Dickerson: **X** Ex Officio: Cindy Roe :**X** Kelly Jecman: **X** Guest/Faculty: Katerina Whittington

II. APPROVAL OF AGENDA:

Motion by Ellen Ryan to approve; second by Kate Mareck - Unanimous.

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: October 29, 2014

Motion by Kate Mareck to approve; second by Becca Dickerson - Unanimous.

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:

1. Current focus: Planning Winter Spiral; working on principle #4 of the Core Principles within each committee; review of Lantern Walk.

2. Class Activities/Events Halloween parade well received, many parents in attendance.
   a. Halloween parade well received, many parents in attendance.
   b. Parent Teacher conferences had a good turnout, although many more parents signed up later than usual.
   c. Lantern Walk was beautiful at Frances Short Pond under a full moon. The new format was a great success, with minor tweaks for next year.
   d. Eighth grade toured City Hall.
   e. Violin Concert and Twilight Market, Dec 13
   f. faculty holiday party scheduled for Dec 20.
   g. Several Fundraisers are happening, such as wreaths and pizza, to support 7th and 8th gr. field trips.

B. Director of Education:

1. FTE and enrollment school total at 213, continues to fluctuate. Tours continue.

2. Academic performance
   a. Special Education Audit
      Year 4 Self-Audit
      1. Finalize and to be submitted by Dec 20, 2024.
         a. Child Find process and procedures found in the updated ESS policy and procedures approves at the August board meeting
         b. 45 day screener - Looked at 80 screeners - corrected errors/missing components. Physical documentation expected
         c. 15 student ESS files were self-audited during PTC week.
            i. Found needs for correction in EL Documentation and in eval summaries using discrepancy or strength and weakness model verbiage
            ii. Sunny to create a document with guidance for outside providers to follow when submitting evaluation information in IEP Pro. .
      2. SPED numbers are 30 with four more students in the evaluation process This is 14% of total population The percentage does not include the four students in the eval process at this time. (15.9 %) PFS still has ten students on the list to be evaluated to date.
      3. Arizona Alternative Assessment - 1 student is registered for this state assessment.
         a. Galileo in-house assessment to be administered December 9th -13th
         b. Pine Forest is confirmed as a “Solid B” school.

3. Personnel

a. Middle School Music teacher - Will Whitten will start January 6th.
b. 2nd Grade ESS Paraprofessional - hired
c. Substitute Teachers - Hired one and still in process to add at least two more.

4. Professional Development:
Humanized Education Book Club sponsored by Coconino County Education Agency.

5. Student Well Being
a. Restorative Practices continue school wide.
b. Everybody Matters (coping and social skills) Tuesdays and Wednesdays.
c. Third grade to receive Mindfulness presentation.
d. NAU practicum students working with several teachers.
e. College of Teachers began Child Study of a new student this week.

6. Core Principles of Public Waldorf Education - Principal 4 Human Relationships
Continued work with festivals –
Lantern walk was a success.
New venue and allowed more reverence.

Parent Support
- Handwork - First grade
- Cooking in third grade
- Buddy work between grades

C. Executive Director:

1. Funding/Enrollment -November 207.67

2. Financial report: Grant received for new (used) vans $42,500.

3. Building/Property/Operations
a. Bureau of Labor Statistics 3-year filing
b. Inspections coming for SY25: County for kitchen; State Fire Marshal
d. Site
i. Exterior Signs – working toward installation
color samples much better
Electrician (ours) to see if we can access soffit for electricity to channel letters
ii. Snow Plowing - Flagstaff Window Cleaners parking lots, AA city sidewalks,
iii. Davidson Plumbing for radiant in floor heating - 1 room down (limited providers)
iv. Backflow Prevention - City of Flagstaff Annual inspection

4. Fundraising/Marketing
a. Reading for Education - School Store to date
$967.00
b. Twilight Market - Recover Expenses - minimal profit - first year - geared mostly toward PFS Community December 13
c. Chamber of Commerce annual magazine, new ad to be placed.
d. Facility use
i. Young Jammers in September
ii. Small Batch - Up and Going- no income for school yet-

5. City/State/County/Federal/Waldorf Community
Forest fee - $ 41,367.73

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.

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: Conclusion - Human Relationships (#4) Begin #6 Collaborative Leadership

Concluded discussion on #4, and began #6.

XI. ADJOURN (Next Regular Board Meeting, January 27, 2024 at 3:30 pm.)
Motion to adjourn at 4:16 by Becca Dickerson; second by Ellen Ryan- Unanimous.

Submitted by Kate Mareck, Secretary, November 29, 2024

Agendas and Minutes are available on the PFS website.