PINE FOREST EDUCATION ASSOCIATION, INC.
PINE FOREST CHARTER SCHOOL

2257 E. Cedar Avenue, Flagstaff, AZ 86004

NOTICE OF PUBLIC MEETING

3:30 pm.

Monday, February 26, 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

I. WELCOME-- Call to order at 3:36 by Ellen Ryan.

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_ Kate Mareck _X_ Becca Dickerson **_X_** Ex Officio: Cindy Roe _X_ Kelly Smith _X_ Guest/Faculty: _____

II. APPROVAL OF AGENDA: motion to approve agenda with revisions by Kate Mareck, seconded by Alex Carpenter. Unanimously approved.

Revisions:

change date to 2024

move page header to next page

III. APPROVAL OF MINUTES:

A. [date] Governing Board General Meeting: motion to approved the January 22, 2024 General Meeting minutes by Alex Carpenter, seconded by Becca Dickerson. Unanimously approved.

Revisions:

Fix Date from 2023 to 2024

Change date for “next meeting” to February 26

Fix typo:”practices”

B. [Exec. Session (if applicable)]

C. [Special Session (if applicable)]

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: Johanna Payton

1. Meetings

3 faculty meetings since last Board session

2. Class events/Field trips

a. 6th grade had their Flag-Tag fundraiser, 8th sold choc covered strawberries 7th will sell sweatshirts.

b. 4th and 2nd gr will perform their school plays:The Fate of Baldur and The Birds and the Animals respectively.

c. 6th Grade is getting ready for their southern Arizona trip to Kartchner Cavern and meeting up with the rangers Picacho Peak .

3. Community service

a. Tutoring provided by many teachers for their students.

b. One more push for tax credits to purchase playground equipment.

B. Director of Education: Kelly Jecmen

1. Enrollment

a. Current enrollment 229

6 students withdrew; 9 new students have enrolled.

b. FY enrollment (open enrollment begins March 4)

75 re-enrollments, 11 new enrollments to date

2. Academic Performance:

a. Report Card Grading term ended on the 16th. Teachers Report Card Grades in the SIS system were due today

b. Kindergarten Entry Assessments are completed and submitted to the state

c. After school tutoring grades 2-8 continues

d. Teachers are preparing for the AASA (grades 3-8) and the AZSCI (Grades 5 and 8)

e. AZELLA Spring Reassessment Testing - 16 students See additional document in Drive

f. ESS Report from State

3. Professional Development

a. Teachers continue to attend LETRS Training (County BYRS Grant) - Meets A.R.S. §15-501.1 - Mandates a literacy endorsement as a requirement for teachers who provide literacy instruction in kindergarten through grade five. Also meets A.R.S §15-211 Dyslexia Training Designee - Each school district and charter school shall ensure that at

least one kindergarten through third grade teacher in each school has received training related to dyslexia that complies with the requirements prescribed in section 15-219

b. LETRS Volume 1 Units 1-4 completed

c. LETRS Volume 2 Units 5-8 in progress

Training to be complete in September 2024

d. Restorative Practice Training (County BYRS Grant)

Module 5 training rescheduled for 5/28 due to Snow Day

e. Everybody Matters (County BYRS Grant)

Professional Sustainability rescheduled for 5/28 due to Snow

f. Native Americans for Community Action (NACA)

Keith Dahozy (Diné) - *Reach UR Life Youth Support and Development Coordinator*

Social Emotional support for middle school students

Orientation Meeting and Presentation 2/26/2-24 - rescheduled

g. State Testing Training

1. AZSCI (March 18-April 12) and AASA (April 1-26) - In the process of taking mandatory training through the new Learning Management System. Teachers administering the state assessments are required to take three video trainings through the LMS by March 20th.
2. Security Test agreement will be signed by all teachers administering the state assessment by March 20th.

h. Universal Design for Learning - August of 2024 (County BYRS Grant) -

i. Effective and High-Leverage Practices for Paraeducators Program

Offered to all assistants currently working at PFS

4. Personnel

a. Continue to work on hiring substitutes.

b. In the Process of hiring a class teacher and a Music teacher for SY 25

5. School Safety

a. Sign in and Sign out - Tracking

Students

Parent volunteers

NAU Practicum Students

b. Continuous reminders to keep windows and doors locked

c. Social Emotional Care of Staff and Students - Positive School Climate

d. ESS Cap

See Director of Education report

C. Executive Director: Cindy Roe

1. Enrollment/Funding Budget –

September ADM 202.37

October ADM 209.57

November ADM 208.83

December ADM 208.33

January ADM 208.39– 100th day January 29- funding becomes fixed

February ADM 208.131

2. Budget/Finances

a. Tax Credit - Report for January 2023- December 2023- Income $12,000. Expend $7139. = All field trips except Odyssey of the Mind; $290 as after school activity.

b. FY24 budget planning begins in March

3. Operations

a. computer purchase with SRSA all computers from pandemic purchase are outdated

4. State, County, Federal, City, Waldorf Community, Pine Forest Foundation

a. ACWE- April Meeting - Topic AI (most likely)

b. Federal - Civil Rights Data Collection - see data in CRDC folder

c. City - Round-about postponed until summer of 25 -The delay was caused by complexities related to utility relocations, right-of-way acquisitions, finalizing the project design, and amendments to the Intergovernmental Agreement.

d. Foundation- has not met

5. ADE, ASBCS, Other State

a. ASBCS - Good Standing - Finance Measures will change with the FY24 audit

6. Legal/Audit

7. Marketing/Community Connection

a. Facility Use –

ArtAbility _ - Workshop to Spring Break - PFS students encouraged to participate

Sambatique continues

Young Jammers

b. Kitchen working with Current Family Business Small Batch- Meals for private
c. Open House - depends on how many open enrollment spots are available-

8. Inspections

County compliance -
a. Kitchen and Building License- current
b. Food Managers License current
Food handlers license most users now have handlers license
c. State Fire Marshal
Extensions in Music- daisies
Rug blocking door
Curtains blocking door exit
Chairs blocking safe passage
Panic bar broken

9. Site

a. Erate $47,000- Pine Forest pays 50% - for tech such as
1. Updates such as cables, modems, routers, racks, power supply, broadband delivery software, connections.
2. Pegasus IT is working up plan -

D. Pine Forest Foundation: Alex Carpenter
1.
a.

E. 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. FY25 Calendar and Instructional Hours
Motion to approve FY 25 calendar by Kate Mareck; second by Becca Dickerson. Unanimously approved.

B. Tax Credit Use For Field Trips

1. Catalina Island Marine Institute - 7th Grade

Motion to approve tax credit funds of $500 per student, by Alex Carpenter; second by Becca Dickerson. Unanimously approved.

2. Kartchner Caverns - 6th Grade

Motion to approve by Alex Carpenter; second by Becca Dickerson. Unanimously approved.

3. Phoenix Overnight Zoo Trip - 4th Grade

Motion to approve by Alex Carpenter; second by Becca Dickerson. Unanimously approved.

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. ADJOURN (Next General Board meeting Monday, March 25, 2024) motion to adjourn at 4:48 by Kate Mareck, seconded by Alex Carpenter.
Unanimously approved.

Submitted by Kate Mareck, Secretary, February 28, 2024

Agendas and Minutes are available on the PFS website.