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, September 24, 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

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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 Smith **X,** Guest/Faculty:

Katharina Whittington, Jesse Finney, Jenny Cummiskey

II. APPROVAL OF AGENDA:

Motion to approve 9/24/24 agenda by Johanna Payton, seconded by Alex Carpenter. Unanimous.

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: August 27, 2024 minutes with corrections by Kate Mareck, seconded by Alex Carpenter. 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

a. Committees continue to work toward our focus of Community Engagement, Festivals and Pedagogical Determination.

b. Collaboration: The Determination committee is working on giving guidance to the Festivals committee: replacing a festival from the busy month of December with a festival in February.
c. School Biography Work also continues.
d. The Festival of Strength and Courage will take place this week. Focus on boosting parent involvement for the festival.

2. Class Activities/Events/Field trips

a. Sixth grade went on their River rafting trip. It was a success.
b. Fifth grade had a tree planting field trip within walking distance of the school towards Mt. Elden.
c. Third grade went to the County Fair
d. Fourth Grade went to Elden Pueblo.
e. Grandparents day. Many shields were taken home by grandparents so that they could work on them in preparation for the Festival of Strength and Courage. On Grandparents Day - Presentations by. 1st Grade,1st & 2nd Grade Spanish , and 4th Grade gave presentations in Pangea, followed by classroom visits, and snack on the lawn.
f. Back-To-School Night, August 27 for 1-8 grade went well with a good number of parents attending each grade.
1. Class presentations were recorded and sent out so that parents who missed any given class presentation could attend.
2. Cindy R. and Kelly J. circulated the building and visited gave presentation through the grades

3. Parent Involvement & Engagement

a. Cindy R. & Deborah E. have been working closely with PTG in preparation for the Festival of Strength and courage. The Festival has been the current focus of parent engagement.
b. Volunteers have begun to assist 1st grade in handwork.

B. Director of Education:

Enrollment - School Total 218
One 6th grade student went to NPA to join brother

Academic performance –
All in-house benchmark assessments are complete for 1-8. Kindergarten Entry Assessments will be complete in the next two weeks.

Benchmark assessments
- Galileo K-8
- Kindergarten Entry Assessment - Kindergarten
- DIBELS K-3

Title I Intervention – The new intervention schedule has been updated to reflect new in-house data.

English Learners – served in the class by teachers, pull out or by additional assistants in the classroom.

Move on When Reading

- State Literacy Plan along with Student Assessment results for K-3 in ELA have been uploaded in ADE. We are just waiting to have funding attached. Due by October 1, 2024

Special Education

- Year 4 Self-Audit
- First self-audit data submitted to the state was accepted. Feedback was that we do not need to submit files for "do not qualify students"
- Next set of self-audit data is being compiled by the ESS coordinator and due around November. Focus is Child Find documentation/process.
- Substitute support to cover Sunny's position while completing audit ($3000.00 grant offered by the state to cover the cost of sub/unsure of status)
- Second Grade Paraprofessional hired to support ESS student inf second grade
- Total Count at 30 with and 13 student concerns and additional 13 new student 45 day screener concerns (Referred to appropriated department)

Teacher Goal Setting Worksheet

- SMART Goals (Specific, Measurable, Achievable, Relevant, and Time-Bound)
  - ELA
  - Math
  - Special Education
  - ELL
- Teacher Self Reflection
  - Strengths and areas for growth in preparation and Professional responsibilities

Professional Development

- Teachers have completed their LETRS training (18 month long training). The K-5 Literacy Endorsement requires literacy teachers in grades K-5 to participate in additional training in reading instruction and intervention and a passing score on the Foundations of Reading Assessment by Pearson.
- Restorative Training – Coconino County funding
  - Restorative practices training for two new employees
  - Conference and Mediation for Faculty Chair
- Wellness Wheel - County offering - Sunny Kelly and Christi

Personnel

Music teacher - There is an active job posting on indeed at this time.
Interviewed applicant loved the school but chose to take full-time employment in district

Title I Intervention part time teacher – still looking
2nd Grade ESS Paraprofessional – hired to fully support a student with exceptional needs
Substitute Teachers – There is an active job posting on indeed at this time.
Seventh Grade Paraprofessional – Replace paraprofessional no longer with PFS

Student Well-Being

Wellness Wheel/Humanized Education

- Learn how to develop resilience-centered schools that promote healing and higher levels of wellness and learning.
- Discover and grow the three components of the school wellness wheel: (1) mastery-based learning, (2) trauma-responsive schooling now called Growth Based Schooling, and (3) culturally responsive teaching now called Strength based Teaching.

- Acquire research-based practices to foster a culture of mastery and ownership and build positive teacher-student relationships.
- Understand the effects of trauma and adverse childhood experiences on students' cognitive, social, and emotional growth.
-

Coconino County BYRS Grant – Provide additional funding, up to 57,000, towards a mental health specialist (PFS School Counselor)

Restorative Practice

- Restorative practices are used in schools to foster an equitable and positive school culture. Restorative practices focus on strengthening relationships and connections between individuals, both youth and adults, in a school community.

Everybody Matters

- On campus Tuesday and Wednesday for first half of year. PFS scholarship for the year.

Vision and Hearing Screening

NAU Practicum

- Students working in four class teachers. NAU students have been assigned to 3rd, 4th, 6th, and 8th.

NAU Educational Psychology Practicum Students (2) working with School Counselor Christi.

Girls on the Run - 10 Participants signed up as of now.

C. Executive Director:

Enrollment/Funding Budget –

- August 221
- September 207

Budget/Finances

- FY25 budget on 212

Operations

- Breakfast program - October start-up

Fundraising

State, County, Federal, City, Waldorf Community,

- ACWE meeting October 5th at Desert Marigold - Liz Beaven from the Alliance will present, board members, teachers, parents all are welcome to attend. Agenda this week sometime.

ADE, ASBCS, Other State

- Title I, IDEA approved for action

Legal/Audit

Completion end of September

Marketing/Community Connection

- Community Connection
    - Supporting Progress and Development Coordinator with S&C Festival

Facility Use –

Young Jammers - September 19-
Camp - Flagstaff Exploration Community Art Camp Wednesdays -
Small Batch - Up and Going- no income for school yet-
Flagstaff Mountain Town Market PFS parking lot - July - October –

Marketing

- School wide focus on Preschool and KG enrollment
    - Should begin marketing now for January
        - Preschool Current enrollment 18
        - Current KG total of 20

Inspections - Coming Soon for FY25

- County for facilities-
    - sheds - passes
    - parking lot - passed
- County for kitchen
    - not yet
- DHS - Some compliance
    - Weekly lesson plans preschool
    - woodchips
    - some student files missing some data - immunization
    - Some employee files data - certificates of degrees or training
- State Fire Marshal
    - not yet

Site

- Playground install
    - Spinner cracked likely large kids - more than one - discussed again playground built for 5-12
    - Parkour-U bolt bent -fixed- again weight.

- Parking lot
    - passed inspection
    - Fence pulled - fence company fixed the wrong area

- Exterior Signs - still working
    - Signarama -
    - City has approved the permit'
    - Electrician (ours) to see if we can access soffit for electricity to channel letters

- Ladders for safety escape -
    - ladders in place
    - different device available for $1700 a piece - future years down the road
- Second Shed
    - permitted and install 9/24 and 9/25

Progress and Development

- Focus on Festival
- PTG forming

Seven Core Principles of Public Waldorf Education

- Introduction or Review Oct 6 at 3:30
- See Core Principles PDF in the Board Drive - PFS Board should become familiar with Principles
- Current Focus is Human Relationships -#4 Faculty- Committee- Schoolwide

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. FY24 Annual Financial Report
Motion to approve FY24 Annual Financial report by Ellen Ryan, seconded by Johanna Payton. Unanimous.

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. DISCUSSION: Revisit class size caps
Board discussed.

XI. ADJOURN (Next Regular Board Meeting , 2024 at 3:30 pm.)

Submitted by Kate Mareck, Secretary 28, 2024

Agendas and Minutes are available on the PFS website.