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 24, 2025

Doors Open at 3:25

Virtual Platform opens at 3:25 - Request Link at Front Desk

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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 reasonable accommodation, such as a sign language interpreter, by contacting Kelly Jecmen at 928- 779-9880. Requests should be made as early as possible to allow time to arrange accommodation.

DATED AND POSTED this _____day of _____2025 at _____.

By_____ Cindy Roe, Executive Director

Governing Board General Meeting Minutes Draft

I. WELCOME – Call to order at 3:32 PM

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): Alex Carpenter **X,** Jesse Finney **X,** Jenny Cummiskey **X,** Kate Mareck **X,** Becca Dickerson **A,** Ex Officio: Cindy Roe **X,** Kelly Jecmen **X,** Guest/Faculty: ____Levi Miller **X**

II. APPROVAL OF AGENDA:

Motion to approve agenda of 11/24/25 by Alex Carpenter; Second by Jenny Cummiskey Unanimous

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: September 23, 2025 and October 28, 2025

Motion to approve September 23, 2025, and October 28, 2025, meeting minutes by Kate Mareck; Second 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:

Meeting Focus and Core Principle Work:

- Core principle work at the end of each faculty meeting
  - Kindergarten: The importance of play and imagination through song and poem and storytelling to bring awareness to their surroundings
  - 1st Grade: Focus on quality of numbers and excitement of learning about numbers: bringing awareness to bodies, nature, and numbers.
  - 2nd Grade: Bringing more awareness of numbers and using movement to bring connection to them. Connecting numbers to the clock, meeting each learning style (auditory, visual, and kinesthetic)
- Fun trainings with speech and reflection upon these trainings and what spoke to us.
  Focus on Lantern Walk, Winterfaire

Class Events/Field Trips:

- Butterbraids went well. 6th Made over $800.
- 7th Wreath fundraiser continues along with popcorn
- Pizza fundraiser for 8th

B. Director of Education:

Enrollment - SY 26 School Total 177

- **New students enrolled** - 0
- **Students that Withdrew - 4**
  - **Family of 2 moved out of Flagstaff to Prescott**
  - **Family of 2 moved out of Flagstaff to Williams**

Academic performance -

- Parent Teacher conferences complete. Pine Forest had about 72% of the parent community attend conferences. This might not include some parents that were unable to attend in the three days designated.
- ADE sent out October School Letter Grade. Pine Forest School has earned a "B" letter grade again this year. Pine Forest overall grade earned was 82.26 - 1.73 percentage points away from an A. See link for more information: https://azsbe.az.gov/schools/a-f-school-letter-grades
- Mr. MIller's words to faculty at last Faculty Report, "For context, both BASIS and FJA this year also received "B"s along with Killip, Kinsey, Puente de Hozo, and MEMS. Schools that earned C's or D's are as follows: Cromer, Knoles, FALA, Sinagua, Montessori Charter Schools of Flagstaff, and Thomas. It would seem that what we are currently doing is indeed working- maintaining a "B" status from the previous year. I think it's worth considering that our approach to educating the whole child can compete with other alternative or mainstream approaches, perhaps even exceeding in many areas.
- Since 2017-2018, Pine Forest School has earned no less than a B at the new campus location, receiving one "A" coming out of Covid.
- Pine Forest Student past parent report at Winterfaire states, Flagstaff HIgh School Spanish teachers are happy with advanced Spanish abilities regarding our students.

Title I Intervention

- Shing Aruguete continues to support the Title I program and mentoring new Title I teacher
- Title I intervention in full swing with newly identified groups that began 9/22

Special Education

Cycle Five Monitoring

- ADE program monitoring specialists visited November 3, 2025, and reviewed 5 student files. ADE found Pine Forest out of compliance with dates on the PWNs (Prior Written Notice). ADE changed protocol from last year. Moving forward, PF SPED Coordinator will date PWNs using the new protocol. There was no corrective action plan needed.

Data Numbers for ESS Department

- Current ESS Caseload: 34 students
- Students in process of Evaluation: 6
- Students identified with potential need on 45 Day Screeners: 2
- Students waiting to be evaluated: 4
- Students being monitored in 6 weeks: 2
- PFS is at 19% Students with disabilities. Projected numbers by end of year will be 43 students with disabilities and that's 24% of our school population. ADE recommends no more than 12 to 15 percent.

Students identified with potential need on 45 Day Screeners will likely end up moving ahead of the 2 current students waiting for evaluations due to IDEA timelines.

Sunny is in ongoing training with the state as they arise - Thursday October 30th regarding Funding and Government Shutdown

Professional Development

- Carolyn Rich - Speech Artist - Indications through the grades and gestures of the child in conjunction with speech
- 2nd grade block presentation Core Principle Child Development
- 3rd grade block presentation Core Principle Child Development cancelled due teacher out sick.

Personnel

- New applicants submitted resumes for substitute teacher position. Director is in the process of reviewing resume

Student Well-Being

- Full time Counselor very supportive to
- Restorative Practices
  - nurturing positive relationships,
  - fostering a sense of belonging,
  - teaching social-emotional skills like resilience and stress management,
  - creating safe and inclusive learning spaces,
  - providing comprehensive support services as best we can

- Family Food Center delivering to PFS. At faculty meetings, teachers were asked to notice if other students are in need.
- Soup nights were offered to community members when SNAP funding was discontinued due to the Federal Government shutdown.

Core Principles of Public Waldorf Education

- Continued work through faculty meetings/mandated groups/responsibility groups - CP #s 2,4,6
- Working with mission and vision connecting CP #s 2,4,6 - Rock exercise
- Winter Faire - Parents, teachers, and administration worked together to pull off a beautiful Winter Faire. - CP #s 2,4,6 - Add Core Principal Collaborative Leadership

C. Executive Director:

Enrollment/Funding Budget –

- July and August on Estimated Counts of 189.5
- September 178.12
- October 177.67
- November 178.42

Budget/Finances

- Review Board Financial Folder (Z- Financials)

Operations

- Infinite SIS (Student Information System

- Parent Portal Open
- School Messenger up and running
- Infinite Parent Pay - working on it

- Website
  - Winter Design Group
- Completion depends on communication exchange

Fundraising

- Winter Faire - Preliminary Income - $6700
- Grant Request for Operational funding submitted late October -

ADE, ASBCS, Waldorf Community, Pine Forest Foundation,

- **ACWE** October 4th - Tucson - 5 representatives from PFS going
- **ASBCS** - No notification yet for interval review
- **ADE** -
- **PFF** - Interest in foundation 3 parents have approached - perhaps brief overview meeting of interested people in December of January?

Legal/Audit

- Report in Board Drive

Marketing/Community Connection

- Winter Faire
  - Facebook
  - Radio
  - Flagstaff events

Facility Use – FY26

- Mountain Town Market - completed in October -
- Young Jammers
- Small Batch
- Music Together

Site

- Multicard - Key Card and Cameras concluded
  - All doors and Cameras operational
- Outdoor -
  - Spring reestablishing grass – city

Inspections -

- Fire Marshall coming soon

Progress and Development

- PTG
  - Core Group of Parents formed
- Continue to build out orientation, space and processes - Access -

D. Committees: Enrollment Development Committee

Begin Open enrollment in December, watching that returning student space is reserved. Calendar being created 'to do' items.

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. Approve Levi Miller as Faculty Representative to the Board

Motion to approve Levi Miller as Faculty Representative to the Board by Kate Mareck; Second by Jesse Finney - Motion passes- Unanimous

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. DISCUSSION

A. Board Core Principles Work 25/26 –

XI. ADJOURN

Motion to adjourn meeting at 4:35 - (Next Regular Board Meeting, January 26, 2025, at 3:30 pm.)

Submitted by Kate Mareck, Secretary, November 27, 2025

Agendas and Minutes are available on the PFS website.