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, January 27, 2025

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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 3:32

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:

II. APPROVAL OF AGENDA:

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

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: November 25, 2024

Motion to approve minutes by Jesse Finney; second by Jenny Cummiskey - 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. Meetings
   a. Current focus on the effectiveness of restorative practices and connection circles in classrooms. Students are positively responsive.
   b. Redetermining Norms and Agreements for our meetings. Wanting to make the meetings safe and effective for all participants.
   c. Discussion about the 30th anniversary of PFS.
   d. Looking toward state testing.

2. Class events/Field trips
   a. Teachers attending the Twilight Market stepped in to cover crafts and food servers as needed to cover volunteers
   b. Winter Spiral. We have expanded ~~involvement~~ participation to upper grades and the students were very appreciative.
   c. 5th grade did their State Projects
   d. Violin concerts. 5th grade January 24; 3rd and 4th grade, January 25th.
   e. 8th grade is downsizing their class trip. New destination TBD.
   f. Middle school is planning a dance, date TBD.

3. Fundraisers
   a. 8th grade sells pizza on Fridays, 5th grade sells pickles on Wednesdays.
   b. 6th and 8th are doing a Savers Fund Drive. 6th in February and 8th in March.

B. Director of Education:

1. Enrollment:
   a. 5 new students enrolled after winter break; 4 students withdrew. Current school total is 218.
   b. Enrollment packets for SY26 have been distributed to current preschool students. Two new kindergarten enrollments so far.

2. Academic performance

` Special Education Audit
Year 4 Self-Audit
A. Submitted documentation for the first phase of the Audit. PFS was the only school in Northern Arizona going through the Self-Audit process that completed audit paperwork correctly. ADE was very happy with PFS.
   a. Child Find process and procedures found in the updated ESS policy and procedures approves at the August board meeting
   b. 45 day screener -
   c. 15 student ESS files self-audited
   d. Phase 2 - sending digital copies of 10 of the 15 self- audited files from phase as well as 52 Child Find forms, our SPED policy and procedures approved in august and Home Language Surveys from the v.10 files requested.
      i. Phase 2 documentation required (deadline) has been fast tracked from March to this Friday.

B. SPED numbers are at 35 now with four more students in the evaluation process. This is 16% of the total population. The percentage does not include the four students in the eval process at this time. When and if the four students qualify, that would put the PFS Special Education Program at 18 %. PFS still has several students on the list to be evaluated to date.
C. Arizona Alternative Assessment - 1 student is registered for this state assessment.
Sunny went to ADE Training on Friday to learn about additional funding sources for our SPED program. ADE ESS program monitoring department, Candice Trainer and Tanya Rodriquez can support PFS Administration in gaining additional funding.

D. Galileo in-house assessment administered in December

E. DIBELS assessment complete today and will submit to ADE by Jan 31, 2025.

F .State Assessment AASA/AZSci/AZELLA Reassessment are set to begin in the coming weeks.

- Native Speaker Field Test - New this year and required PFS was chosen to participate
  - Who: Selected native English-speaking students (identified by ADE) - The Native Speaker Field Test is only administered to English only students who have never been administered an ELP test. There are no more than 5 students per selected grade level or selected grade level band per participating school. 10 students were selected for Pine Forest
  - What: Students will be administered the same AZELLA Reassessment Test as the EL students. There is no difference in the test administration
  - Why: The Arizona Department of Education (ADE) is completing a comparison study to ensure the AZELLA test items meet the expectations necessary for inclusion on the AZELLA test. ADE needs data from native English speakers to fine-tune the scoring engine.

3. Professional Development
   Working on In-house Professional Development for February 7th

4. Personnel
   Middle School Music teacher - Began on January 6th and doing a fantastic job. .
   Substitute Teachers -Still in process to add at least two more.
   Letters of Intention complete - Janus meeting this week.

5. Student Well-Being
   Restorative Practice
   Everybody Matters - Program that teaches coping and social skills to students
   - On campus again on Tuesday and Wednesday to continue working with nine students building coping and problem solving skills.

   NAU Practicum Students
   - NAU Practicum students Term 2 and 3 students assigned to three PF teachers
   - New NAU Psychology practicum students in the Spring will focus on intervention using CBM Curriculum based measurement literacy assessments. Focus will be supporting third and fourth grade students. Working with Kathy Bohan to create an intervention schedule.

   College of teachers child study - Beginning a study on a full class
   Continued Work with faculty at weekly meetings
6. Core Principles of Public Waldorf Education - Principal 4 Human Relationships
   - February 7th Professional Development
   - Weekly faculty meetings
   - Norms and agreements - Faculty relationships
   - Working on creating a faculty “vision” - “Caring Community of Concern”

C. Executive Director:

Enrollment/Funding Budget –

- August 221
- September 207
- October 207.02
- November 207.67

- December 207.47
- January 207.47

Budget/Finances
- See September Reports
- Grant received for new (used vans) $42500

Fundraising
- Twilight Market
- Tax Credit support from board and community for outreach

State, County, Federal, City, Waldorf Community
- ACWE at Flagstaff

ADE, ASBCS, Other State
- Federal Audit - FY21 (ESSER) FY24 ESEA
- FY26 Charter Renewal

Marketing/Community Connection
- 30 Year Anniversary April 4, 5, 6,
  - Friday evening reception and dinner (PFS band/ Orchestra presentation)
  - Saturday
    - Morning - Open Book Memory tour
    - Daytime activity (sack lunch nature/hike)
    - Evening - music, silent auction, wine tasting
  - Sunday
    - Breakfast and Books (exchange/donate)
- Chamber of Commerce Annual Magazine

Facility Use –
Young Jammers - September 19-
Camp - Flagstaff Exploration Community Art Camp Wednesdays -
Small Batch - Up and Going- no income for school yet-
Winter -Flagstaff Mountain Town Market 1 or 2 vendor in the parking lot Saturday

Inspections - Coming Soon for FY25
- County for kitchen - not yet
- State Fire Marshal - not yet

Site

Door(s)
- Likely replace frame or whole structure-
- Art of Doors and B-3 Construction contacted

Exterior Signs - still working
- Electrician (ours) to see if we can access soffit for electricity to channel letters

Progress and Development
- DE resigned

Seven Core Principles of Public Waldorf Education
- See Core Principles PDF in the Board Drive -
- Current Focus is Human Relationships -#4 Faculty- Committee- Schoolwide
- Alliance and PFS - working

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. Enrollment cap on 8th grade.
   Motion to approve by Kate Mareck, second by Jenny Cummisky. Unanimous.
B. Access Policy - Immigration and Customs Enforcement

Administration is considering a communication to the parent body- review current school population and importance of up to date parent contact information.

C. 2025/2026 Calendar. Motion to approve by Alex Carpenter, second by Ellen Ryan. Unanimous.

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 - #3 Social Change Through Education - Ellen Ryan
Discussion on Social Media and how are schools counterbalancing effects- Pine Forest uses Cyber Civics

XI. ADJOURN

Motion to adjourn at 4:16 by Becca Dickerson; second by Ellen Ryan- Unanimous.

(Next Regular Board Meeting, January 27, 2024 at 3:30 pm.)

Submitted by Kate Mareck, Secretary, February 1, 2025

Agendas and Minutes are available on the PFS website.