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, April 29, 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 reasonable accommodation, such as a sign language interpreter, by contacting Kelly Jecman 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

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 **X** Alex Carpenter **X** Jenny Cummisky **X** Kate Mareck **X** Becca Dickerson **X** (4:00 PM) Ex Officio: Cindy

Roe **X** Kelly Jecman **X** Guest/Faculty: Sunny Savage **X** Amy Huntereece **X**

II. APPROVAL OF AGENDA:

Motion to Approve by Jesse Finney, Second by Ellen Ryan; Unanimous; Yes

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: March 24, 2025

Motion to Approve by Ellen Ryan, Second by Alex Carpenter; Unanimous; Yes

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.)

1. Amy Huntereece stated that if next year's budget allows she would like to work in an administrative capacity.

V. REPORTS

A. Faculty:

1. Meetings
   Meeting Focus:

- At the end of March, faculty was able to take some time to look at how our curriculum in each grade reflects the Core Principle #4, human relationships so that moving forward, we can make sure future teachers of that grade incorporate it.
- Faculty has been meeting in responsibility groups still including:
  - May Day reenvisioning: Reorganize event, enliven it again
  - Fundraisers: Set certain fundraisers per class depending on how much money that class needs for their field trips
  - Core Principles: Working on set principles throughout the school year
  - Animal Care: Deciding on classroom pets, organizing responsibilities for school pets like chickens, how they will be taken care of over breaks, etc.
- Discussing Code Red procedures, practiced today
- New school procedures due to construction
  - Walkers are guided to the crosswalk by Ms. Jenny to safely cross 4th street.

2. Class events/Field trips
   Middle school dance was on April 11
   8th Grade projects last Friday + basket raffle

3. Field Trips:

- Many of the grades have done nature walks to get away from the construction noise
- April 29th: 3rd grade to Walnut Canyon

Fundraisers:

- All done with pizza fundraiser for now

Less events in April due to statewide testing, lots of events coming in May

B. Director of Education:

Enrollment - SY 25 School Total 217

- **New students enrolled**- No New since last board meeting
- **Students that Withdrew** -
  - One 7th grade student left to attend FUSD for the remainder of year
- Tours for SY 26 continue and are tracked through the front desk - Total Enrolment to date is **197**.

- Open House for Preschool and Kindergarten
  - May and June dates in discussion

Academic performance -

AASA testing complete

- **May 15, 2025** - Electronic score reports, Student Data Files, and OnDemand Reports for Grade 3 ELA and Math are available in PearsonAccessnext
- **May 23, 2025** - Electronic score reports, Student Data Files, and OnDemand Reports for Grades 4-8 ELA and Math are available in PearsonAccessnext
- **June 12, 2025** - Paper copies of score reports are delivered to districts and charters

CNA and IAP

- Actively working to complete the Integrated Action Plan for the state. Worked with lower grades teachers on an ELA goal to improve AASA 3rd grade proficiency, with middle school teachers on a math goal to improve AASA proficiency, and with ESS Coordinator to work on goals to increase ELA and Math overall student proficiency on AASA with students with disabilities

Title I Intervention

- Title I Data Specialist Shing Aruguete is set to retire
- Looking for Title I teacher with the credentials

Special Education Audit
Year 4 Self-Audit

- Meeting to finalize audit, last steps. Meeting scheduled for the week of May 12th.

Data Numbers for ESS Department

1. SPED numbers are at 37/217
2. Beginning conversation regarding the percentage of students in the PFS ESS program instead of an "N" number to be brought to the board at next meeting

Sunny is in ongoing training with the state as they arise.

Professional Development

- Information sent to teachers regarding upcoming summer training
- Staff training for August has been scheduled with NACA (Native American for Community Action) will provide training to satisfy the Mitch Warnock Act state requirements for middle school student mental health
- Working with NACA on professional development for teachers provides research about bullying behaviors and the effect it has on students. In addition, a PD that stresses the importance of intervention and ways to deal with bullying giving teachers the knowledge to create a bully-free school/classroom environment

Personnel

- First grade teacher has been hired - a letter to be shared with rising first grade families and shared in PFS newsletter.
- Still looking to hire Title I teacher

Student Well-Being

Restorative Practice - revisited with class teachers as well as at faculty meetings.

Everybody Matters - Program that teaches coping and social skills to students

- Completed a year of FREE services through a special grant.
- The program will no longer be offered in SY 26 - no longer offered grant

NAU Practicum Students

- NAU Practicum students Term 2 and 3 students are completing their final hours required within the classroom. We have had some wonderful students this term
- NAU Psychology practicum students are done with intervention/assessment work

College of teacher's child study

- Looking into new book study on the joy of Waldorf teaching

Core Principles of Public Waldorf Education - Principle 4 Human Relationships

- Weekly faculty meetings

C. Executive Director:

Enrollment/Funding Budget –

- August 221
- September 207
- October 207.02
- November 207.67
- December 207.47
- January 207.47
- February 204.9
- March 204.54
- April 204.54

Budget/Finances

- FY26 budget beginning March 1- based on re-enollment and new enrollment inquiries.
  - 211 starting place 2/25
  - 187 starting place 3/7
  - 188 starting place 4/29

Operations

- Infinite Campus Student Information System Contract
  June Transition and July Implementation
- Van Purchase
  - Two 2013 Chevy Vans $50500.- grant / $42,500. -
- Security

Eagle Eye & Multi Card sending quotes
Will need to be in two or 3 phases- depends on quotes

Fundraising

- 30 Year Celebration - $930 Raffle, Remembrance Wall
- $200 Facility Gift
- School Wide Local restaurant day

State, County, Federal, City, Waldorf Community,

- Civil Rights Data Collection FY23 - April 7

ADE, ASBCS, Other State

- FY26 Renewal with ASBCS
- See additional state requirements folder

Legal/Audit

- Council on recent FERPA concern

Marketing/Community Connection

30-Year Anniversary Successful
PTG - Teacher Appreciation Week May 5 - 9 Coffee, Cards, Candy, Candles, Crackers

Facility Use –

Young Jammers - September 19-
~~Camp - Flagstaff Exploration Community Art Camp Wednesdays -~~
Small Batch - Up and Going- *Trade for 30-year anniversary (labor)*
Winter -Flagstaff Mountain Town Market 1 or 2 vendors in the parking lot Saturday
~~Movie Producer $ -~~ *$250*

Summer 25 -
Camp - Flagstaff Exploration Community Art Camp Wednesdays -
Flagstaff Mountain Town Market

Inspections -

- County for kitchen

- not yet
- State Fire Marshal- March 5 - will return for compliance

Integrated changed out some testing tickets, forgot others, violation-
Extension plugs as permanent
Multiplug adapters in use not compliant with NFPA 70
Stacking stuff in the mechanical room - should not be storage
Hanging curtains are not fire retardant in preschool
Panic bar not latching in KG
Stored boxes in corridors
See report

Site
Round-About -
In Progress
Concern about Blue Spruce Surviving.

Exterior Signs -
Electrical in - signs in production
soon installation

Remembrance Wall
Writing grant request

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:

1. Timeline of Evaluation Process

Committee has met with directors and discussed FY25 evaluations and goals

VI. ACTION ITEMS: Discuss and possible action (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. No formal action will take place under the executive session but may occur after adjourning the executive session in an open meeting. Any further consideration of the topic will be placed as an agenda item for a future Board meeting.

A. Discussion and possible action regarding records exempt from public view - FERPA Law Violation Complaint

3:57 vote to go into executive session
4:36 out of executive session

Kate Mareck motions to expunge the disciplinary record as a result of the FERPA violation, Becca Dickerson seconds- Unanimous: No

B. Instructional Days Amendment - 180 days to 179 days

Kate Mareck motions to amend the FY25 calendar from 180 days to 179 days due to multiple weather cancellations days, per ASBCS approval- Second by Becca Dickerson; Unanimous: Yes

C. FY25 Revised Budget

Becca Dickerson motions to approve the Revised FY25 Budget - Second by Jesse Finney; Unanimous: Yes

D. Tax Credit Use Request 6th and 7th Grade

1. Catalina Island Marine Institute

2. Medieval Games- Arizona

Jenny Cummiskey motions to approve use of tax credit funds for CIMI and Medieval Games- Second by Becca Dickerson; Unanimous: Yes

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Preview FY26 Draft Budget

FY26 budget will be reviewed at the May 19 board meeting

X. DISCUSSION

A. Core Principles of Public Waldorf Education

A board work session will be scheduled for a Saturday or Sunday in May to complete the Core Principles study

XI. ADJOURN (Next Regular Board Meeting, May 19, 2025, at 3:30 pm.)

Submitted by Kate Mareck, May 1, 2025

Agendas and Minutes are available on the PFS website.