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, May 19, 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 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 3:30 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): Ellen Ryan **X** Jesse Finney **X** (3:44) Alex Carpenter **X** Jenny Cummisky**X** Kate Mareck **X** Becca Dickerson **X** Ex Officio: Cindy Roe **X** Kelly Jecmen **X** Guest/Faculty:

II. APPROVAL OF AGENDA:

Motion to Approve by Alex Carpenter, Second by Jenny Cummiskey; Unanimous; Yes

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: April 29, 2025

Motion to Approve by Alex Carpenter, Second by Ellen Ryan; 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.)

V. REPORTS

A. Faculty:

1. Meetings
   Meeting Focus:
   - End of year movement and reports, thinking about intentional spaces for next year, wrapping up responsibility groups (fundraising, animal, etc.) by next week,
   - Field Trips and Events:
     3rd grade had their shelter projects,
     7th came back from CIMI, did a makeup In-n-Out trip due to vans breaking down,
     8th grade got back from their trip on Friday, 5th grade pentathlon

B. Director of Education:

Enrollment - SY 25 School Total 217

- **New students enrolled**- None since last board meeting
- **Students that Withdrew** - None since last board meeting
- Tours for SY 26 continue and are tracked through the front desk - Total Enrolment to date is **194**.

Academic performance -
AASA testing complete

- **May 15, 2025** - PFS received test scores, and they are low compared to peers across the state of AZ - All students passed MOWR Cut Scores
- **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

MOWR - DIBELS Reading scores will be uploaded to the state by the end of this week. Due to the state by June 1st.

CNA and IAP

- Completed with staff and uploaded to the state.

Title I Intervention

- Title I Data Specialist Shing Aruguete is set to retire
- Looking for Title I teacher with the credentials
- Creating an intervention student list to begin in August

Special Education Audit

- Audit Complete
- ADE was very impressed with ESS data/files
- Had only a few questions/Sunny answered
- No Corrective Action Plan

Data Numbers for ESS Department

1. SPED numbers are at 37/217 - 17%
2. SY 26 is at 19% - 11 Current students to evaluate

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

Teacher Evaluations and Goals Meetings

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
- Coconino County HEAL Conference - All staff invited - Free of charge June 3rd and 4th. At this time PFS has Four faculty members registered and one paraprofessional registered.
- Specialty teachers in Waldorf training

Personnel

- All grades teachers are hired for the SY 26
- Offered position for new SPED teacher
- Offered position for new paraprofessional for SPED
- Still looking to hire Title I teacher - possibly looking at adjusting program due to lack of funding for the SY 26

Student Well-Being

Restorative Practice - revisited with class teachers as well as at faculty meetings.
Everybody Matters - No longer on campus. Christi McMurray is working with lunch groups
NAU Practicum Students - No longer on campus. Working with NAU for future practicum students.
College of Teachers child study

- Looking into new book study - *Teaching, The Joy Of Profession An Invitation to Enhance Your Waldorf Interest*
- No longer meeting the rest of this year. (one week left)

Core Principles of Public Waldorf Education - Principle 4 Human Relationships

- Weekly faculty meetings
- Student narratives and end year curriculum
- End of Year Celebrations
- Summer Community watering and chickens

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
- May 204.84

Budget/Finances

- FY26 budget
  - 211 starting place 2/25
  - 187 starting place 3/7
  - 188 starting place 4/29
  - Proposed budget at 187 May 19
- FY26 Grants
  - ESEA Title I, II, IV $62K reallocation in Oct- a few more thousand
  - IDEA - Individuals with Disabilities Education Act - 38K
  - SRSA - Small Rural School Achievement 25K

Operations

- Security

  Multicard System
  $50K all phase 59K individual phase

  Eagle Eye

waiting for a quote

- SIS (Student Information System) Infinite Campus- School Messenger -
  - Begin June 4 to June 24 implementation and training - Go Live June 30, 2025

Fundraising

- Grant Request for Remembrance Wall

State, County, Federal, City, Waldorf Community,

ADE, ASBCS, Other State

- ASBCS approved 179-day instructional days amendment

Legal/Audit

- First Round June 24 and 25 completed in October
  - see requirements in May 19 folder

Marketing/Community Connection

PTG - Teacher Appreciation Week was fun and went well

Facility Use –

~~Young Jammers - Finished -~~
Small Batch - Up and Going- *trade for 30-year anniversary (labor)*
~~Winter -Flagstaff Mountain Town Market~~
~~Movie Producer $ —~~ *$250*

Summer 25 -

Camp - Flagstaff Exploration Community Art Camp
Flagstaff Mountain Town Market
Board Gamers Saturdays Dungeon and Dragons Like

Inspections -

- County for kitchen
- not yet
- State Fire Marshal- March 5 - will return for compliance
  Rehinge double side doors when students are gone
  Integrated one more battery - done
  projected return June 6

Site

Round-About -
In Progress
Concern about Blue Spruce Surviving.
Exterior Signs -
June 9th and 10th Installation
Remembrance Wall

Seven Core Principles of Public Waldorf Education

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

D. Committees:

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.

VII.

A. Consider resignation of Ellen Ryan from the governing board and removal as Charter Representative of Pine Forest Education Association, Inc, effective June 30, 2025. Motion to accept resignation of Ellen Ryan from the governing board and remove as Charter Representative effective June 30, 2025, by Kate Mareck, second by Alex Carpenter. Unanimously approved.

B. Approve the slate for 2025/2026 Board of Directors and elect officers – Alex Carpenter, Becca Dickerson, Kate Mareck, Jenny Cummiskey, Jesse Finney, Cindy Roe, and Kelly Smith Jecmen. Motion to approve slate of 2025/2026 Board of Directors Slate by Ellen Ryan, second my Kate Mareck. Unanimously approved.
Officers –
Alex Carpenter President, motion by Jessie Finney, second by Jenny Cummiskey. Unanimously approved. –
Becca Dickerson – Vice President, motion by Alex Carpenter, second by Jesse Finney. Unanimously approved
Kate Mareck – Secretary, motion by Ellen Ryan, second by Alex Carpenter. Unanimously approved

C. Revision of PFS Policy 409.00- Procurement Procedures - Federal Grants- Jenny Cummiskey moves to approve the Revision of PFS Policy 409.00 – Procurement Procedures, Second by Ellen Ryan. Unanimously approved

D. FY26 Instructional Employee Contracts
Kate Mareck – Class Teacher
Jason Gebeau – Class Teacher
Johanna Payton – Class Teacher
Stephanie Miller – Class Teacher
Jenny Cummiskey – Class Teacher
Chelsea Pyles - Class Teacher
Levi Miller - Class Teacher
Breck Creech - Class Teacher
Patti Laird Martin – Specialty Teacher
Marc Largie - Specialty Teacher
Noelia Rivera - Specialty Teacher
William Whitten - Specialty Teacher
Derek Klopstein – Special Education Teacher
Sunny Savage – Special Education Teacher
Alex Carpenter moves to approve the FY26 Instructional Employee Contracts, second by Jesse Finney. Unanimously approved

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

IX. OLD BUSINESS

X. NEW BUSINESS

A. Preview FY26 Draft Budget

Discussion and review of proposed budget- Proposed Budget meeting June 13, 2025, at 3:30

XI. DISCUSSION

A. Core Principles of Public Waldorf Education

1. June – Work Session Date of Core Principles

XII. ADJOURN (Next Regular Board Meeting, June 23, 2025, at 3:30 pm. Possible – Special Session – Motion to adjourn meeting at 5:05 PM by Ellen Ryan, second by Jesse Finney. Unanimously approved

Submitted by Kate Mareck, May 20, 2025

Agendas and Minutes are available on the PFS website.