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, August 26, 2025

Doors Open at 3:25

Virtual Platform opens at 3:25

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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

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): Alex Carpenter **X**, Jenny Cummisky **X**, Jesse Finney **A,** Kate Mareck **X,** Becca Dickerson **A,** Ex Officio: Cindy Roe **X**, Kelly Jecmen **X,** Guest/Faculty: Jeff Meilander, Levi Miller, Christi McMurray, Francis Merencillio

II. APPROVAL OF AGENDA:

Motion to approve agenda by Jenny Cummiskey, seconded by Alex Carpenter. Unanimously approved.

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: June 23, 2025.

Motion to approve by Jenny Cummiskey, seconded by Kate Mareck. Unanimously approved.

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:

- Beginning of year festivities, Rose Ceremony, getting ready for Grandparent's Day.

Field Trips

- 5th grade nature walks to Aspen Loop, Buffalo Park, Fat Man's Loop next week.
- 6th grade San Juan trip in September

B. Director of Education:

Enrollment - SY 26 School Total 188

- **New students enrolled** 34
- **Students that Withdrew/Summer** - 38
  - Home School - 5
  - Moved or unable to find housing - 13
  - Moved to another school - 20
- Elementary School - 7
- Middle School - 13

Academic performance -

AASA preliminary data indicates that PFS should receive a letter grade of "B" from the state for SY 25 - PFS was .14 of a point away from earning an "A".

- PFS received full points for academic progress
- Loss of 2 bonus points due to chronic absenteeism

MOWR - Working on submitting literacy plan to the state

Galileo and DIBELS Benchmark testing is in progress. All testing should be completed on September 5th.

Title Intervention

- Title I data reviewed from last year and intervention list created
- Shing Aruguete is supporting the Title I program and mentoring new Title I teacher
- Title I Parent information night compete
- New intervention student list adjustment will be created after Benchmark testing is complete

Special Education Audit

Cycle Five Monitoring

- ADE program monitoring specialist due on campus for site visit to review 5 student files

Data Numbers for ESS Department

1. SPED numbers are at 18% of PFS student population
2. 11 Current students to evaluate and three of the eleven students are in process to date

Sunny is in ongoing training with the state as they arise

Professional Development

- NACA (Native American for Community Action) provided training to satisfy the Mitch Warnock Act state

requirements for middle school student mental health

- NACA (Native American for Community Action) provided training on Bullying
- Coconino County HEAL Conference - All staff invited - Free of charge June 3rd and 4th. Three faculty members registered and one paraprofessional registered.
- Waldorf summer training - 4 teachers with two additional teachers hopping in on training with Kate.
- Sharon McFeeley - Story telling
- Carolyn Rich - Speech artistry

Personnel

- Title I teacher - Mr. Francis Merencillo

Student Well-Being

- Full time counselor
- NAU Practicum Students - 5 PFS teachers to support

Core Principles of Public Waldorf Education

C. Executive Director:

Enrollment/Funding Budget –
July and August on Estimated Counts of 189.5

Budget/Finances

- Review Board Financial Folder (Z- Financials)
- See FY26 Budget Revision Folder

Operations

- Copperpoint - Workman's Compensation - Total Premium - $5524.
- Health Insurance - Open Enrollment started August $700 monthly -
- Liability with Philadelphia began July 1, 2025, to June 30, 2026
- Potentially excluded additional student accident with Hartford- researching now

Fundraising

- AZ Community Foundation - Grant for Food Program - $2500

State, County, Federal, City, Pine Forest Foundation

- City - Completing Round About Lights end of August
- City - Restoration of PFS property -
  - Some research from city regarding grass/sod spring/fall - muddy conditions

ADE, ASBCS, Waldorf Community, Pine Forest Foundation,

- ACWE October 4th Tucson
- ASBCS
  - Pop-In Visit Requirement Prepped for FY26
  - See Board Drive for Interval
- ADE
  - Cycle 3 EMAC- (Educational Monitoring, Assistance and Compliance)
  - More info in Board Awareness folder - soon

Legal/Audit

- Finish FY25 October -
- AFR Nov

Marketing/Community Connection

- Cornucopia - PFS and craft /activity vendor -Scheduled September 27, 28
- Newsletter
- Facebook
- Daily Sun Newspaper with Mural

Facility Use – FY26

- Mountain Town Market
- Young Jammers
- Small Batch

Inspections -

- Fire Marshall FY 25 passed August
- Coconino County Kitchen - August -
  - EC to store personal food differently
  - Expired foods in walk-in (over summer stuff)

Site

- Multicard - concluding installation this week
  - Cameras
  - Key Card Locks
- Painted
  - EC Mural - capital beautification
  - Pangea / Great Hall - new Lazure
  - Boys Bathroom Blue
  - Stairwell - south

- Intentional Spaces - Working toward clear designation of what each space is used for and what belongs in it
  - Faculty Room Change
  - Copy room set-up
  - Upstairs upper grades outside bathroom foyer
  - Library
- Outdoor - Work Day Love 928
  - Sand
  - Woodchips - after monsoons

Progress and Development

- Google Drive Expansion with organizational access
  - Employee Enlightenment
    - Direction for employees

Inventories

Class Readers
Consumable and non-consumable
Festival/Event Supply
Kitchen Shed
Equipment - Woodwork, Movement, Instruments

Seven Core Principles of Public Waldorf Education

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.

A. Approve the revised FY26 budget

Motion to approve the revised FY26 budget, by Kate Mareck. Second by Alex Carpenter. Unanimously approved.

B. Approve FY 26 Contracts

a. Christi McMurray – School Counselor

b. Francis Merencillo – Title I Teacher

Motion to approve contracts for Christi McMurray and Francis Mernecillo, by Jenny Cummiskey, seconded by Kate Mareck. Unanimously approved.

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

A. Executive Director – contract changes

A wage agreement will be temporarily in place at .87 FTE until a final decision in November.

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Arizona State Board for Charter Schools and Pine Forest – Interval Review

Discussion regarding process, online resources available to the board. Expectations from ASBCS. Shared ASBCS public access Dashboard

X. DISCUSSION

A. Core Principles of Public Waldorf Education

1. Discussed faculty Core Principle's study for FY26, board to review its agreements in advancing Core Principle work.

XI. ADJOURN

Motion to adjourn meeting at 4:55 PM by Kate Mareck second by Alex Carpenter. Unanimously approved (Next Regular Board Meeting September 23, 2025, at 3:30 PM)

Submitted by Kate Mareck, August 29, 2025

Agendas and Minutes are available on the PFS website.