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, April 27, 2026

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 _____2026 at _____.

By_____ Cindy Roe, Executive Director

Governing Board General Meeting Minutes Draft

I. WELCOME – Call to order at 3:42

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 ☒ Jesse Finney Absent Jenny Cummiskey ☒ Becca Dickerson ☒ Levi Miller ☒ Ex Officio: Cindy Roe ☒ Kelly Jecmen ☒ Guest/Faculty: Jeff Meilander, Sunny Savage, Kate Mareck

II. APPROVAL OF AGENDA:

Alex moves to approve the April 27, meeting agenda, Levi Seconds, Motion passes – Unanimous

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: March 23, 2026, and March 25, 2026
Motion to approve by Levi Miller; 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.) No Public Comment

V. REPORTS

A. Faculty:

Meeting Focus:

- Responsibility Group Work:

1. May Day RG finalized songs, May Pole dances, and the plan for May Day.
2. The Remembrance Wall RG is at a standstill. Difference in visions and opinions, plus concern about high cost.
3. Open House RG finalized collecting artwork and preparing for our open house

- Prepared for Enrollment Fair, beautified classrooms, set up chalkboard drawings, cleaned.
- Lots of classroom work time!

Fundraisers:

- Pizza, pickles, popcorn continue
- Starting to look towards next year and the amount of money we need to fundraise

Class Events/Field Trips:

- 8th Grade continues to go to Nursing Home (Brookdale)
- 8th Zion Trip April 13th - 19th
- 4th Grade Zoo Trip April 22nd - 23rd
- 6th Medieval Games: April 29th - 30th
- Middle School Dance April 24th
- CIMI for 7th Grade May 3rd - May 9th
- 5th Pentathlon May 7 and 8

B. Director of Education:

Enrollment - SY 26 School Total 175

- New students enrolled - 3
  - 1 pre-
  - 1 kinder and 1 1st
- Lost 0 students

Enrollment for SY 27

- 163 students enrolled
- 14 kindergarten students enrollment
- 9 pre-k

Enrollment Fair

- 8 families attended
  - 1 pre-k
  - 7 grades 1-8

Possible enrollment from Enrollment fair:

- All families contacted by phone after enrollment fair
- 1 student enrolled
- 5 possible for next year
- 2 not interested at this time

Enrollment Support Regarding Closing of FALA

- Email to FALA's administration
- Open communication regarding support for student transition to new PFS
  - Hosting group tours
  - School information night
  - Flyers and brochures emailed will be delivered Tuesday morning.

Academic performance -

- Assessments
  - DIBELES and Galileo in-house benchmark assessments begin this week
  - AZELLA Spring Reassessment data should be available April 30th
  - AASA Complete
    - 100% students tested
    - 3rd grade results mid May

Competitive Grant

- Applied for the School Safety Program Year 1 Competitive Grant for PFS full time school counselor
  - 85,000 plus benefits
  - We will find out at the end of May if we received the grant

Title I Intervention

- Title I program continues to make adjustments as needed

Special Education

- Data Numbers for ESS Department: 25% (Does not include EL Numbers)
  - Current IEP Students: 39 - 23%
  - Students in Evaluation Process: 1
  - Students still needing to be evaluated: 1
  - Students with 504: 4
  - English Language Learners: 10
  - Projected ESS IEP Students at End of 2025-2026: 40
  - Projected students with IEPs at beginning of 2026-2027: 35

Personnel

- Dr. Amy Huntereece to return to PFS as a class teacher for SY 27
- Looking for A Special Education teacher to replace SPED teacher leaving

C. Executive Director:

Enrollment/Funding Budget –

- July and August on Estimated Counts of 189.5
- September 178.12
- October 177.67
- November 178.42
- December 173.76
- January 173.12
- February 173.05
- March 173.04
- April 173.04

Budget/Finances

- Review Board Financial Folder (Z- Financials)
- FY 27 150 to 160 (or more) will work with Finance Committee in May for June proposed budget

Operations

- Working on Transition Documents and support - Will share at May meeting

Fundraising

- Tax Credit Income through March -
  State, County, Federal, City

ADE, ASBCS, Waldorf Community, Pine Forest Foundation,

- **ACWE - ASBCS** -
  - Jeff Meilander board seat approval- resubmit required - still waiting
  - ASBCS 15 Year Interval Compliance Report - Additional items- Submitted April 8, 2026 minus 1 FP card still in process-
- **ADE** - Title I, II, IV , IDEA due May 1, 2026 will complete this week training Kelly in-
- **ALLIANCE - https://www.publicwaldorf.org/enews**
- **PFF** -

Legal/Audit

- FY26 begin in May- Complete as early as possible in July- Cindy may need to return-

Marketing/Community Connection

- Website
  - Winter Design Group
    - Still coming

Facility Use – FY26

- Mountain Town Market - May to October
- Young Jammers - Thursday - late afternoon
- Small Batch Mon.- Thurs - late afternoon
- Music Together - Fridays- late afternoon
- Resistance Choir - Sundays -late afternoon
- Griffin Gamers - Table Top- Saturday - late afternoon

Progress and Development -

- **Board Service Pat Horn**

  I sincerely thank you for considering me for a position on the Pine Forest Board; however, it will not be possible for me to serve at this time. Best wishes to you and to all of the Pine Forest family.

D. Committees: Enrollment Development Committee

1. Enrollment Development Committee

Enrollment - SY 26 School Total 175

Enrollment for SY 27 – Total percentage for ESS Department is 26%

- 163 enrolled - up 8 students from last month
- 34 to date are ESS students 21%

Enrollment Committee

Open Enrollment and Retention

- Enrollment Fair
  - 8 families - 1 pre-k and 7 for grades 1-8
  - Additional dates considered for Enrollment Fair are:
  - June 6th and June 20th
  - July 11th
  - Additional dates can be added as needed
- Flyers/Postcards/mini postcards/notes to families - See examples
  - Used for front desk, to give to parents to hand out
  - Creating a FALA specific postcard and brochure to target 6-8 students - Sent electronic copies to FALA - will take colored copies to FALA tomorrow morning.
  - Students sent home little write up asking for parent support with enrollment
  - Principal approached cars at pick-up and handed enrollment slip and asked for support
  - Letter went into Newsletter asking families to support enrollment
  - Same letter emailed to families

New Website – Alex working with Cindy to get new website online

- New website is almost complete
- Web designer is retiring after our site is complete

Social Media – Jesse and Kelly

- Continue to hit all social medial pages for PFS

2. Finance Committee

More work with committee will commence toward end of May for Proposed Budget

3. Director(s) Evaluation Committee

Alex is advancing process

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. FY26 Revised Budget

Alex moves to approve the FY26 revised budget, Becca Seconds, Motion passes – Unanimous

B. Emergency Operations Plan

Discussion: C. Roe suggests FY27 will need an EOP committee to advance the plan, JM suggests an appendix of Tabletop Training and Dates that is tracked by the committee

Jenny moves to approve the Emergency Operation Plan, Alex Seconds, Motion passes – Unanimous

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

A. Approve FY27 - Instructional Employee Contracts
Amy Huntereece Class Teacher
Item Tabled until May 11 - A quorum was not present, due to two board members to recuse

VIII. OLD BUSINESS

A. FY27 Budget Update

The budget will be finalized with the end of May enrollment numbers taken into consideration for the proposed budget.

IX. NEW BUSINESS

A. Review FY27 Board of Directors - Calendar

Discussion: The Board of Directors Slate will be voted on May11, Alex Carpenter President- Jesse Finney Vice President – Jenny Cummiskey Secretary

X. DISCUSSION

A. Board Core Principles Work 25/26 –
Kate presented on Collaborative Leadership Principle – Cause and Effect not linear but circular- Letting go of linear thinking to: Heart Based or Living Thinking

XI. ADJOURN (Next Regular Board Meeting, May 11th, 2026, at 3:30 pm.)

Submitted by Cindy Roe, Executive Director, April 29, 2026

Agendas and Minutes are available on the PFS website.