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 11, 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 ☒ Jenny Cummiskey ☒ Becca Dickerson ☒ Levi Miller ☒ Ex Officio: Cindy Roe ☒ Kelly Jecmen ☒ Guest/Faculty: (Jeff Meilander * approved 5/8/2026 by ASBCS)- Sunny Savage, Kate Mareck

II. APPROVAL OF AGENDA:

Jesse moves to approve the May 11, 2026, meeting agenda, Jeff Seconds: Motion passes – Unanimous

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: April 27, 2026

Alex moves to approve the April 27, meeting minutes, Jenny Seconds, Motion passes – 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:

Trips:

- 4th Grade Zoo Trip
- 5th Grade Pentathlon May 6-8
- 7th Grade CIMI May 4-9
- 6th Grade Medieval Games April 29-May 2

Meeting Focus:

- Classroom work time: Grading, end of year narratives

Events

- Field 8th Grade Play final play of the year

B. Director of Education:

Enrollment - SY 26 School Total 175

- New students enrolled - 0
- Lost students - 0

Enrollment for SY 27

- 164 students enrolled
- 15 kindergarten students enrollment
- 10 pre-k
- 5 families are moving out of Flagstaff (8 Students)
- 1 considering move (2 Students)

Enrollment Fair

- One student enrolled from Enrollment Fair

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 - Not communicated yet through FALA
  - Flyers and brochures, delivered and sent out in hand to FALA students

Academic performance -

- Assessments
  - DIBELS and Galileo in-house benchmark assessments in progress
  - AZELLA Spring Reassessment
    - Seven out of 10 students scored proficient
  - AASA Results
    - 3rd grade results May 15
    - Grades 4-8 MId June

Competitive Grant

- Applied for the School Safety Program Year 1 Competitive Grant for PFS full time school counselor
  - End of May when we hear if we did get 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: 0
- Students with 504: 4
- English Language Learners: 3 current
- Projected ESS IEP Students at End of 2025-2026: 40
- Projected students with IEPs at beginning of 2026-2027: 37

Personnel

- Dr. Amy Huntereece to return to PFS as a class teacher for SY 27
- In the final interview with a Special Education teacher to replace SPED teacher leaving. Should know more by the end of this week.
- Celebrating Patti Laird Martin Saturday, May 16th from 10-12
  - Email Invite to student Alumni
  - Email Invite to past teachers and Administration
  - PFS Newsletter

C. Executive Director:

Enrollment/Funding Budget –

- May 173.04

Budget/Finances

- Review Board Financial Folder (No April yet)
- FY 27 155 - Finance Meeting May 18 or 19

State, County, Federal, City

ADE, ASBCS, Waldorf Community, Pine Forest Foundation,

- **ASBCS** -
  - Jeff approved
- **ADE** - Title I, II, IV , IDEA due May 1, 2026 will complete this week training Kelly in-
- **ALLIANCE - https://www.publicwaldorf.org/enews**

Legal/Audit

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

Marketing/Community Connection

- Website
  - Winter Design Group
    - Launch this week

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
- Trash Panda Occasional Sundays - Neighborhood rummage

D. Committees: Enrollment Development Committee

1. Enrollment Development Committee

   One Student from FALA toured - 1 student enrolled from enrollment fair

2. Finance Committee

   Will Meet Monday, May 18 – 3:30

3. Director(s) Evaluation Committee

   Will complete in summertime

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. Approve Board Slate and Officers
1. Alex Carpenter President
2. Jesse Finney Vice President
3. Jenny Cummisky Secretary
4. Levi Miller – Board Member
5. Jeff Meilander – Board Member
6. Becca Dickerson – Board Member
7. Kelly Jecmen – Ex Officio

Jeff moves to approve the FY27 board member slate, Jesse 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

Jeff moves to approve Class Teacher Contract – Amy Huntereece, Jesse Seconds:
Jenny Recuses, Levi Recuses, Alex -Aye, Jesse -Aye, Jeff -Aye, Becca-Aye – Motion Passes

B. Approve FY27 – Director Contract – Kelly Jecmen
Discussed: board will review job description and new contract
No Action, item to be brought back June 22nd

VIII. OLD BUSINESS

A. FY27 Budget Update

Finance Committee will meet and discuss if reserve use will be necessary for some operating expenses in FY27- Could budget at 155-

IX. NEW BUSINESS

X. DISCUSSION

A. Presentation Cindy Roe – Legacy – Yesterday, Today, Onwards

Reviewed state of the school: progress and development in tenure of Cindy Roe

B. New Website Comb Through

Discussed launch of new website for week of 5/8-5/15

XI. ADJOURN: 5:07

(Next Regular Board Meeting, June 22, 2026, at 3:30pm. Special Meeting to approve proposed budget June 8, 2026.)

Submitted by Jenny Cummiskey, Secretary, May 13, 2026

Agendas and Minutes are available on the PFS website.