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, June 22, 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 3:31 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 Jesse Finney-X Jenny Cummiskey-X Becca Dickerson-A Levi Miller-X Jeff Meilander-X Ex Officio: Cindy Roe-X Kelly Jecmen-X Guest/Faculty: Sunny Savage

II. APPROVAL OF AGENDA

- Alex moves to approve, Jessie seconds. Motion passes: Unanimous.

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: May 11, 2026 and June 8, 2026

- Jeff moves to approve, Alex 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: Nothing to Report.

B. Director of Education:

Enrollment - SY 27 : School Total 175

- 175 students enrolled
- 15 kindergarten students enrollment
- 11 pre-k

Tours/Returns

- Tour scheduled for 2nd grade student and Pre-K Wednesday, 6/24
- 2 students returning from Tucson
- Working with three families to schedule tours
    - 7th grade
    - 6th and 8th
    - 1st, 3rd, and 5th

Academic performance

- Curriculum orders for this year have been submitted
- Assessments
    - AZELLA Spring Reassessment
        - Seven out of 10 students scored proficient
    - AzSCI
        - 5th grade percent passing 15% higher that state average
        - 8th Grade percent passing 8% lower than state average
    - AASA Results
        - 3rd grade struggled in ELA and Math (all students passed MOWR
        - 5th and 8th grade above state average of percent passing
        - ELA scores within a few percentage points off state average for grades 4, 7 and 8

- Math scores within a few percentage points off state average for grades 6 and 8
- Low Math scores for percent passing in 7th and 4th (24% student population are students with disabilities

Title I Intervention

- Title I program Benchmark Assessment tool for target support in Math and ELA is ongoing to find the right program that fits Pine Forest pedagogy and cost effective. Options include:
  - NAVVY
  - Star Assessment (Fast Bridge)

Special Education

- Cycle 5 - Program cycles are changing - more to come when we know what to expect
- Positive Parent Survey Results
- Policy and Procedures for SPED to be updated to include a "given statement " from the state on how we are supporting our ESS students with dyslexia. To be approved in the August board meeting.
- Auditor said we have good paperwork and easy to follow for audit purposes
- Data Numbers for ESS Department: include Students with Disabilities, EL Students and Students with 504 Plans - 30%
  - Current IEP Students: 40 - 23%
  - Current ELL Students with disabilities 5 and Without is 6 - .06%
  - Students with 504: 7 - .04%
  - Targeted students for evaluations 3 from SY26

Personnel

- 5th Grade teacher hired
- SPED teacher hired
- Interviewing for 2nd grade teacher
- Interviewing for Counselor

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
- May 173.04
- June 172.04

Budget/Finances

- Review Board *Z Financials Folder* - May coming soon
- FY 27 165 - Try to plan standing monthly meeting with Steven from Aspire beginning August Finance committee - Can be done through Zoom, best day and time, Jenny free

period during the day, Jeff, Jesse, Kelly, others finalize and formalize, if quorum then it needs to be a minuteted meeting and decisions should be finalized at a board meeting.

Operations

- Business Clerk - Currently Training - Ariel Webb

State, County, Federal, City

- City with Morning Dew has grass seed as of one week- prepped dirt from round about mess- 90 days for establishment (responsible)

ADE, ASBCS, Waldorf Community, Pine Forest Foundation,

- **ACWE -** October Meeting working toward Running River School Venue
- **ASBCS** -Will take Kate and Becca off, I will need to see if ex officio needs to be minuted, if not I will remove myself once Kate and Becca are off. If I do need to resign then it can be voted on in August. And off of Arizona Corporation Commission
- **ADE** -
    - Estimated Counts for July funding due July 1
    - Next Year's Calendar synced to the state by August -Calendar completed before my departure.
    - The board will need to approve Terra Birds contract as sole provider of service for federal procurement grant- August approval is fine. See minutes from this past year.
- **ALLIANCE - https://www.publicwaldorf.org/enews**
- **PFF -**
    - Will work with Alex on viability of Breakfast program once PFF books are in order for this year-
    - Will need a source of continuous funding - Last grant I wrote this year.
    - Would like to review with Jeff - the endowment fund set-up at Rudolf Steiner Foundation and Alex how it will work with the foundation in hiatus- This is work to be done in time.

Legal/Audit

- First Audit visit - some attendance issues, - shooting for the end of July to complete this year's audit. It usually happens in September or October- due to the state in November- See upload for requested docs this year. Board receives a formal document at conclusion.

Marketing/Community Connection

- Website
    - Tour calendar is engaging tours
- Knau Add
    - Mid July week target Preschool and Kindergarten - Restricted Donation Expenditure

Facility Use – FY26

- Mountain Town Market - May to October
- Young Jammers - Thursday -on pause until the fall
- ~~Small Batch Mon.- Thurs - late afternoon -~~ Completed not anymore
- ~~Music Together - Fridays- late afternoon~~
- Resistance Choir - Sundays -late afternoon

- ~~Griffin Gamers - Table Top- Saturday - late afternoon~~
- Trash Panda Occasional Sundays - Neighborhood rummage

Inspections - Nothing to report

Site -
- Soffit Painting - August
- Fence repair - August

Progress and Development -
- Board Service - Kirstin Phillips - approached

D. Committees: Enrollment Development Committee

- Enrollment Development Committee
  - Nothing to report
- Finance Committee
  - Nothing to report
- Director(s) Evaluation Committee
  - Nothing to report

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. Accept and Approve Resignation of Becca Dickerson from the Pine Forest Board of Directors
- Jenny moves to approve, Alex seconds. Motion passes - Unanimous

B. Adopt FY27 – Budget
- Jeff moves to approve, Levi seconds. Motion passes - Unanimous

C. Approve Kelly Jecmen and Alex Carpenter as authorized signers on the OneAZ Bank Account
- Jessie moves to approve, Jenny seconds. Motion passes - Alex recuses.

D. Approve Director Job Description
- Jeff moves to approve, Jessie seconds. Motion passes - Unanimous

E. Approve Office Manager Job Description
- Jenny moves to approve, Levi seconds. Motion passes - Unanimous

F. Approve Business Clerk Job Description
- Alex moves to approve, Jeff seconds. Motion passes - Unanimous

G. Approve Transition Support Consultant Agreement (Volunteer) – Cindy Roe
- Jenny moves to approve, Alex seconds. Motion passes - Unanimous

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

A. Approve FY27 - Instructional Employee Contracts
   1. Elii Chapmann: 5th Class Teacher
      - Alex moves to approve, Jessie seconds. Motion passes - Levi and Jenny recuse.

B. Approve FY27 – Employment Agreement – Kelly Jecmen
   - Alex moves to approve, Jeff seconds. Motion passes - Unanimous

C. Approve Office Manager Agreement – Jill Griffin
   - Jenny moves to approve, Jessie seconds. Motion passes - Unanimous

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Review - Time-Horizon Road Map – (Now-Soon-Later Framework) for budget priorities on FY27

X. DISCUSSION

XI. ADJOURN (Next Regular Board Meeting, Tuesday, August 25, 2026, at 3:30 pm.
   - Adjourned at 5:21 pm

Submitted by Jenny Cummiskey, Secretary, June 18, 2026

Agendas and Minutes are available on the PFS website.