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, March 24, 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 a reasonable accommodation, such as a sign language interpreter, by contacting Kelly Smith 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 3:36 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 Alex Carpenter X Kate Mareck A Becca Dickerson X Jesse Finney X Jenny Cummisky X Ex Officio: Cindy Roe X Kelly Smith X Guest/Faculty: NA

II. APPROVAL OF AGENDA: Motion to approve agenda by Ellen Ryan; second by Becca Dickerson. Unanimously approved.

III. APPROVAL OF MINUTES:

A. Governing Board Minutes: Motion to approve Governing Board minutes of February 24, 2025 by Ellen Ryan; second by Jesse Finney. 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.) NA

V. REPORTS

A. Faculty: Jenny Cummisky

1. Current Focus: Finished Galileo testing. Practicing for AASA which starts next week. In faculty meetings they've gotten rid of committees to make mandated groups. The first two are completed and were a group to decide on paint color for the pangea area (decided on a color wheel, or all the colors throughout.) The second was a transportation group who decided on two new vans instead of one larger bus. Future mandate groups include

creating fundraising guidelines to prevent so many duplicate fundraisers and continuing to work on 30th anniversary.

2. Field Trips: 4th and 5th went to Link Up at NAU last week, 4th grade went to the overnight zoo trip, 8th grade went to the Pioneer Museum and got to see Civil War reenactments, and 5th grade went to a Mexican restaurant with the Spanish class.

3. Events: Second grade had their play before Spring Break, and the 4th grade play was delayed due to snowstorm and is tonight.

4. Fundraisers: Breck started a Go Fund me for Catalina Island, 8th grade planned a Saver's Fund-drive on March 29th but it was canceled, and 8th grade has a fundraiser at the Plaza Way Chipotle on March 29th. Just mention PFS.

B. Director of Education: Kelly Smith

1. Enrollment is at 218. No new enrollment. Three students moved to back to their home country. One 7th and one 5th grade students left PFS. Total enrollment for FY26 is 193.

2. Academic performance – The Title I Intervention continues to support students. Special Education four-year Galileo End of Year testing complete as of March 21st and teachers received testing data to review and adjust as needed to prepare for AASA testing. The Title I specialist is in the process of creating a new rank order list and will send out letters to families of students that have graduated out of Title I services and letters to families if new students are eligible for Title I services. The Year 4 Self-Audit is at phase 3. SPED numbers are at 36/218 now or 16.5% with two more students in the evaluation process. The Arizona Alternative Assessment (MSAA) will occur for one student. Projected SPED numbers for SY 26 are 37/193 students currently enrolled or 19.2%. Conversations are beginning regarding the percentage of students in the PFS ESS program instead of an "N" number to be brought to the board at next meeting. The goal would be between 12 – 15%. 8 students completed the Native Speaker Field Test, 15 completed the AZELLA Reassessment Test, and after one student completes the AzSci this will be at 100%. The testing schedule was shared with 5th and 8th grade families along with a Guide to understanding the assessments. AASA will occur March 31-April 25.

3. Professional Development – Staff was offered and declined a professional development opportunity regarding suicide prevention.

4. Personnel – In process for hiring a first grade teacher and a Title I teacher.

5. Student Well Being – Restorative Practice - revisited with class teachers as well as a faculty meeting. Everybody Matters is a program that teaches coping and social skills to students and 9 students are involved. NAU Practicum students will be working with three PF teachers. NAU Psychology practicum students in the Spring will focus on intervention

using CBM Curriculum based measurement literacy assessments. Focus will be supporting third and fourth grade students. Working with Kathy Bohan to create an intervention schedule. The College of Teachers child study continued work with 7th grade Class Study. The discussion was around revising the 8th grade project for support for the families that are coming to us. There is discussion on moving shelter projects to 4th grade.

6. Core Principles of Public Waldorf Education - Discussion continues in weekly faculty meetings centering on norms and agreements in Faculty relationships. The goal is to create a faculty "vision" - "Caring Community of Concern". They are trying to connect all they do with the Core Principle #4. Assisting in planning 30 Celebration.

C. Executive Director: Cindy Roe

1. Funding/Enrollment is currently based on 204.54.

2. Budget/Finances – The FY26 budget will be drafted March 1 based on reenrollment and new enrollment inquiries. Budget built on 187 perhaps.

3. Operations – Still reviewing three SIS systems will determine in March which company to hire for June transition and July implementation. The three are: Snergy/Edupoint, Infinite Campus, and JupiterEd. Security systems Verkada, Eagle Eye and Avigilon are being evaluated. Need Cloud management, cameras, and access control.

4. Fundraising – The January – December 2024 tax credit income was $12,850 (39 donors). More tax credit funds will come in for SY25.

5. State, County, Federal, City, Waldorf Community – ACWE will be at PFS March 29th from 8:30 am – 1:30 pm, and board members are encouraged to attend. Civil Rights Data Collection will occur in FY25 – April 7.

6. ADE, ASBCS, Other State – A random Federal audit occurred. The result was that 3 quotes are now necessary for contractors (like Terra Birds) and additional information is needed for CAP/Time and Effort Logs for Safe Learning Teachers. A new Procurement Policy will be developed, as well. PFS will undergo a Charter Renewal process in FY26.

7. Legal/Audit – NA

8. Marketing/Community Connection – Jesse Finney provided one Financial Workshop as a community education opportunity. The 30 Year Anniversary planning is underway for April 4 - 6. The schedule includes a Friday night dance, many Saturday activities, and a Sunday morning breakfast event. The entire schedule is located in the DRIVE. Small Batch Kitchen continues. A movie producer will make a film on PF campus. Flagstaff Mountain Town Market had a winter event and will continue in the summer. Flagstaff Exploration Community Art Camp will occur this summer.

9. Inspections – The County will inspect the kitchen at some point and the State Fire

Marshall inspected on March 5. See the report in the Drive. Several areas need addressing.

10. Site – The Round-About work begins March 31. Road closure will be May 23. The exterior sign is in production as an electrician has been located. Installation could occur April 21. The back area of the school grounds will be cleared out for the 30th Celebration. Raffle items are still needed.

11. Seven Core Principles of Public Waldorf Education – The board is reminded to keep reviewing the Core Principles PDF in the Board DRIVE and enter content to create a more thorough look at PFS achievements and needs. The Alliance and PFS are working together on the Core Principles.

D. Committees:

1. Evaluation Committee – Timeline of Evaluation Process – Meeting are being set to conclude the evaluation process.

VI. ACTION ITEMS: Discuss and possible action (The Board may elect to convene an Executive Session for protection of confidentiality purpose. No formal action is lawful during executive session. All action must occur in public session. At the conclusion of the Executive Session, the Board will adjourn the executive session and reconvene in public.)

A. FY25 Budget Revision – No action.

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

VIII. OLD BUSINESS - NA

IX. NEW BUSINESS

A. Preview FY26 Draft Budget - Board members should review for the next meeting. It is being set based on a student count of 204.5 instead of 212.

X. DISCUSSION

A. Review 2025 – 2026 Board Meeting Dates: Board members please review dates. Some dates in the fall may be moved from Monday to Tuesday.

B. Creation of Nominating Committee for New Board Members – Cindy, Ellen and Alex volunteered to be on the committee.

C. FY26 Board Officers – Ideally, board members should have been on the board for at least one year before holding an office.

D. Core Principles of Waldorf Education – Cindy Roe presented. Review of Core Principles PDF in the Drive. #7 Schools as Learning Communities – Jesse's Financial literacy class was held, cooking classes and study groups were suggested, and ideas about how to connect outside of school. #5 Access and Diversity – PFS is diverse and celebrates

diversity and inclusion. PFS should celebrate this achievement. Indigenous Wisdom was studied in the past, festivals of cultural events, marking time with festivals, and the themes of plays are all part of the diversity on campus.

XI. ADJOURN (Next Regular Board Meeting April 28, 2025 at 3:30 pm.) Motion to adjourn at 4:56 pm, by Ellen Ryan; second by Alex Carpenter.

Submitted by Ellen Ryan, filling in for Kate Mareck, Secretary, on March 25, 2025. Thanks to Alex Carpenter for filling in for Ellen Ryan, President.

Agendas and Minutes are available on the PFS website.