

APPROVED



**PINNACLES PREP**

Pinnacles Prep Charter School

## Minutes

Board of Trustees Meeting

---

### Date and Time

Tuesday March 9, 2021 at 6:00 PM

---

### *Small School. Big Difference!*

**Pinnacles Prep Mission:** We exist to cultivate curious, confident, and self-directed students who lead and succeed in college, their careers, and their communities.

### Board Norms

#### Procedural

Follow Through on All Agreements  
Be Fully Present Physically and Mentally  
Start and End On Time

#### Behavioral

Be Bold and Optimistic  
Keep Kids at the Center of Our Work  
Advance Justice  
Put Relationships First and Assume Positive Intent

---

### Trustees Present

Flora Fernandez (remote), Karen Rutherford (remote), Rick Wray (remote), Sara Rolfs (remote)

### Trustees Absent

---

Tod Treat, Tyler McGee

### **Guests Present**

Jill Fineis (remote)

---

## **I. Opening Items**

### **A. Welcome and Record Attendance**

### **B. Call the Meeting to Order**

Rick Wray called a meeting of the board of trustees of Pinnacles Prep Charter School to order on Tuesday Mar 9, 2021 at 6:05 PM.

### **C. Approve Meeting Minutes**

Karen Rutherford made a motion to approve the minutes from Enrollment Lottery for 2021-2022 school year on 02-20-21.

Sara Rolfs seconded the motion.

The board **VOTED** unanimously to approve the motion.

Karen Rutherford made a motion to approve the minutes from Board Meeting Board of Trustees Meeting on 02-09-21.

Sara Rolfs seconded the motion.

The board **VOTED** unanimously to approve the motion.

Karen Rutherford made a motion to approve the minutes from Special Meeting on 03-05-21.

Sara Rolfs seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **II. Public Comment**

### **A. Open the Floor to Public Comment**

No public comment

## **III. Principal Report**

### **A. Enrollment Update**

125 offers made

91 Aspirantes have started the registration process

3 registration nights

### **B.**

## **Hiring Update**

Currently interviewing. Hoping to give offers to all positions by Friday except Music Teacher and Office Manager.

We will have an amazing school if everyone we want accept offers.

### **C. Policy Adoption**

Sara Rolfs made a motion to approve the policies as presented.

Karen Rutherford seconded the motion.

We have already approved a conflict of interest policy which is different.

The motion unanimously did not carry.

Sara Rolfs made a motion to approve the policies as presented minus the conflict of interest policy.

Rick Wray seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IV. Committee Updates**

### **A. FACE**

Jill provided needed update

### **B. Finance Report**

Reviewed balance sheet looking into the facilities costs and breaking it down between preconstruction costs and facility in progress.

Budget vs. Actuals - \$10,000 local donation restricted for makerspace

### **C. Development**

Please see report in packet

Open Sci Ed kits - Rutherfords will purchase 1 kit for all units. Thank you!

### **D. Facility**

Most of demo and framing are complete

Finishing up subcontractor selection

Estimates are quite higher than expected - as seen regionally

1 work party a month for the next 6 months with founding families

Looking to reconvene the committee as we get further along in the process

## **V. Board Governance**

### **A.**

**F1 Financial Disclosure Form Submission**

Jill has to have evidence that the entire board has submitted by April 15

**B. Watching Online Governance Video Series**

Series of 3 videos that we are required to watch. Hope to have done by April meeting.

**C. Recruiting New Board Members**

Reviewed the list of candidates and the nomination process.

**VI. Other Business**

**A. Any Remaining Business to Discuss**

Show and Tell: Sara shared her Imagination Popsicle Stick

**VII. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:07 PM.

Respectfully Submitted,  
Sara Rolfs