

APPROVED



**PINNACLES PREP**

## Pinnacles Prep Charter School

### Minutes

#### Monthly Board Meeting

November

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#### **Date and Time**

Wednesday November 17, 2021 at 6:00 PM

#### **Location**

Pinnacles Prep Conference Room

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#### ***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

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#### **Trustees Present**

Flora Fernandez (remote), Karen Rutherford, Mario Reyes, Oscar Licon Eusebio, Sara Rolfs, Tod Treat, Tyler McGee, Xaxira Velasco Ponce de Leon

### **Trustees Absent**

Rick Wray

### **Trustees who arrived after the meeting opened**

Flora Fernandez, Mario Reyes, Tyler McGee

### **Guests Present**

Chris Fontana (remote), Jill Fineis

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## **I. Opening Items**

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

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

Sara Rolfs called a meeting of the board of trustees of Pinnacles Prep Charter School to order on Wednesday Nov 17, 2021 at 6:04 PM.

Flora Fernandez arrived.

Mario Reyes arrived.

Tyler McGee arrived.

### **C. Sunrise Connections**

What are you thinking

What are feeling

### **D. Board of Trustees Meeting Minutes**

Karen Rutherford made a motion to approve the minutes from Board of Trustees on 10-20-21.

Tyler McGee seconded the motion.

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

### **E. Finance Committee Meeting Minutes**

Karen Rutherford made a motion to approve the minutes from November Finance Committee Meeting on 11-12-21.

Tyler McGee seconded the motion.

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

### **F. Executive Committee Meeting Minutes**

Karen Rutherford made a motion to approve the minutes from Executive Committee on 11-03-21.

Tyler McGee seconded the motion.

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

#### **G. Development Committee Meeting Minutes**

Karen Rutherford made a motion to approve the minutes from October Meeting on 10-01-21.

Tyler McGee 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. Discussion Items**

- J. Fineis shared the results from the Kelvin School's Student Culture & Climate Survey
- Every scholar has a Personalized Learning Plan - building block of high school and beyond and informs PEAK time
- Currently have 49 applications for 2022-2023 school year
- We hired a Dean of Students, New Music Teacher, and Bus Driver
- Data Dashboard will be updated for the December Meeting

### **IV. Finance Report**

#### **A. Monthly Finance Reports (Balance Sheet, Budget vs. Actual)**

T. McGee reviewed the financial documents

#### **B. Approving Expense Reports**

Tod Treat made a motion to To approve the Account Receivable and Payroll Certification.

Oscar Licon Eusebio seconded the motion.

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

### **V. Committee Reports**

#### **A. Development**

S Rolfs reviewed new format of the Development Report

#### **B.**

### **Academic Excellence**

T.Treat reviewed discussion about creating an Academic Excellence roadmap.

K. Rutherford reviewed the plan for the Principal Evaluation.

### **C. Finance**

T.Mcgee shared that the committee reviewed a Staff Board Contract responsibilities

### **D. Governance**

- Board Training plan to be ready at December meeting
- Start thinking about board expansion plans

## **VI. Board Governance**

### **A. Board Member Show and Tell**

T. McGee Shared some about himself

## **VII. Other Business**

### **A. Facility Task Force**

Spring plan is to remodel Great Hall

Next Phase will be new construction

## **VIII. 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 8:04 PM.

Respectfully Submitted,  
Sara Rolfs