

APPROVED



**PINNACLES PREP**

Pinnacles Prep Charter School

## Minutes

Monthly Board Meeting

December 2021

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### Date and Time

Wednesday December 15, 2021 at 6:00 PM

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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, Mario Reyes, Oscar Licon Eusebio, Rick Wray, Sara Rolfs, Tod Treat (remote), Tyler McGee, Xaxira Velasco Ponce de Leon

**Trustees Absent**

Karen Rutherford

**Trustees who arrived after the meeting opened**

Mario Reyes, Tod Treat, Xaxira Velasco Ponce de Leon

**Guests Present**

Jill Fineis, Rachel Ksenyak (remote)

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**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 Wednesday Dec 15, 2021 at 6:06 PM.

**C. Sunrise Connections**

Two word emotional check in  
Mario Reyes arrived.  
Xaxira Velasco Ponce de Leon arrived.

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

Xaxira Velasco Ponce de Leon made a motion to approve the minutes from Monthly Board Meeting on 11-17-21.  
Flora Fernandez seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. Finance Committee Meeting Minutes**

Xaxira Velasco Ponce de Leon made a motion to approve the minutes from Monthly Finance Committee Meeting on 12-09-21.  
Flora Fernandez seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**F. Academic Excellence Committee Minutes**

Xaxira Velasco Ponce de Leon made a motion to approve the minutes from Academic Excellence Committee Meeting on 12-06-21.  
Flora Fernandez seconded the motion.

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

## II. Public Comment

### A. Open the Floor to Public Comment

No request for public comment

## III. Guest Speaker - Rachel Ksenyak from Board on Track

### A. Governance vs. Management 2.0

R. Ksenyak provided Governance vs. Management 2.0 training  
Tod Treat arrived.

## IV. Principal Report

### A. Discussion Items

- Personalized Learning Plan review
- ESSER Funding addition coming through
- Need 1 on 1 para for scholar. New hire needed to support
- Recruitment and Enrollment update - hire recruiter?
- S Rolfs is transitioning to a staff role

### B. Updated Discipline Procedure

Sara Rolfs made a motion to To approve the new Discipline Procedure as presented.  
Mario Reyes seconded the motion.

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

## V. Finance Report

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

- T McGee Covered the finance reports

### B. Approving Expense Reports

Mario Reyes made a motion to Approve the board certification statements for Payroll  
Check Summary and Accounts Payable Register.

Sara Rolfs seconded the motion.

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

## VI. Committee Reports

### A. Development

S Rolfs reviewed the D Team Report

## **B. Academic Excellence**

- T Treat reviewed the State of the School Report Template

Xaxira Velasco Ponce de Leon made a motion to Approve the framework as presented.

Oscar Licon Eusebio seconded the motion.

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

R Wray shared about the CEO Evaluation tool

Mario Reyes made a motion to approve the process as presented.

Flora Fernandez seconded the motion.

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

## **C. Finance**

No additional finance information to share

## **D. Governance**

- Table OPMA quiz
- S Rolfs resigns her position on the board

Tyler McGee made a motion to To appointment Karla Mullins at a board member starting 1.1.22.

Tod Treat seconded the motion.

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

Mario Reyes made a motion to approve the draft Agreement for Attorney Services as presented for Davis Arneil Law Firm.

Flora Fernandez seconded the motion.

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

## **VII. Other Business**

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

R Wray to provide update via email

## **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 8:24 PM.

Respectfully Submitted,  
Xaxira Velasco Ponce de Leon