

APPROVED



**PINNACLES PREP**

Pinnacles Prep Charter School

## **Minutes**

Monthly Board Meeting

Via Zoom

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### **Date and Time**

Tuesday July 12, 2022 at 6:00 PM

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### **Trustees Present**

K. Rutherford (remote), M. Reyes (remote), O. Licon Eusebio (remote), R. Wray (remote), T. McGee (remote), X. Velasco Ponce de Leon (remote)

### **Trustees Absent**

F. Fernandez

### **Guests Present**

J. Fineis (remote)

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## **I. Opening Items**

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

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

R. Wray called a meeting of the board of trustees of Pinnacles Prep Charter School to order on Tuesday Jul 12, 2022 at 6:06 PM.

### **C. Consent Agenda Item: June Board Meeting Minutes**

K. Rutherford made a motion to approve the minutes from Monthly Board Meeting on 06-15-22.

X. Velasco Ponce de Leon seconded the motion.

The motion by Karen and second by Xaxira also included a vote to approve the additional items on the Consent Agenda including the Financial Reports and this months online Data Dashboard.

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

**D. Consent Agenda: Financial Report Approvals**

**E. Consent Agenda: July Data Dashboard Online Report**

**F. Sunrise Connection**

J. Fineis leads sunrise connection.

**II. Public Comment**

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

No Public Comment

**III. Budget Presentation**

**A. Presentation of Draft 2022/2023 School Year Budget**

Consultant CFO Matt Paolini gave a presentation of 22-23 draft school year budget.

He mentioned that the draft budget meets the 30-Days cash requirement and is based on an enrollment of 179 students. He went through all high level income and expense line items and mentioned that he or the Finance Committee would be happy to meet with any board members who are interested in discussing the budget at a more detailed level.

The plan is for the staff and finance committee to continue to fine tune next year's figures and then present a final 22/23 budget for a board vote at the August board meeting.

**IV. Principal Report**

**A. Discussion Items**

J. Fineis shares Pinnacles prep will adopt school improvement plan.

J. Fineis shares 22-23 Rallying Cry and Objectives,

- Why we Exist
- How we Behave
- What We do
- How We will Succeed
- Rallying Cry

A final will be provided in September.

Hiring Update:

Hired a math Teacher

Field Trip Policy

Any over night or out of state Board will be informed and will require a separate form,

M. Reyes made a motion to Adopt Special Education Policy and procedure & Field trip Policy.

K. Rutherford seconded the motion.

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

## **V. Committee Reports**

### **A. Finance**

T. Mcgee shares finance report.

All 5 metrics are being met

### **B. Governance**

R. Wray shared the conclusion of the one Family Grievance from last year.

-R. Wray shared that in early discussions with the two board members who have expiring board terms (Rick and Karen) that they have agreed to stay on for another year, and that the three current officers are willing to consider continuing their officer positions next year. Next step will be to vote on board terms and officers for 22/23 year at August meeting.

### **C. Academic Excellence**

K. Rutherford shares an update on the Principal returning her performance goals based on the results of her annual performance evaluation. The committee expects to receive them any day now and will review them and make recommendations to the full board at the August meeting.

R. Wray shared that he is still in the process of collecting year-end data to help populate the State of the School Report that previous board member Tod Treat had started. He hopes to have a draft to share with the board at the next meeting.

#### **D. Development**

S. Rolfs shares a detailed development plan report from the 21/22 school year. Financial goals were surpassed.

Sara mentioned that the board was very close to accomplishing our 100% board giving goal that would help the school unlock a grant from WA Charters Association.

Sara also shared a draft Fundraising Plan for next year, which will see a slight revenue goal increase of \$5,000.

#### **E. Facility Task Force**

R. Wray shares updates on middle school facility construction.

The school, in partnership with the City of Wenatchee, finally received a general contractor bid that fit within the parameters of the Department of Commerce facility grant that the City of Wenatchee was awarded. The City Council will vote on accepting this bid package on Thursday night this week.

If this bid is accepted the grant will not be large enough to cover a 10% contingency budget. To satisfy the City's requirement, Pinnacles Prep has secured an "Intent to Loan" agreement from Washington Charters School Development (WCSD) group to help fund any shortfalls up to \$180k. The board needs to vote to enter into this conversation.

Because of the delay in finding a General Contractor for the Middle School model covered by the grant, the school will need to lease a portable for 12 to 24 months to meet classroom needs. An Agreement with the Sri-Cities company Mobile Modular has been brokered and needs to be approved by the board WCSD has agreed to provide a grant to cover all set up and take down fees associated with the modular classroom, but the school will be responsible for the monthly lease fees (rental of classrooms, ADA Ramps, and entrance stairs). The Mobile Modular lease needs to be approved by the Board.

K. Rutherford made a motion to approve the Intent to Lend document from WCSD & Portable lease document from Mobile Modular.

T. McGee seconded the motion.

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

#### **VI. Other Business**

##### **A.**

## **September Board Retreat**

Sept 17th 2022 for board retreat

### **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 8:16 PM.

Respectfully Submitted,

O. Licon Eusebio