

APPROVED



## PINNACLES PREP

# Pinnacles Prep Charter School

## Minutes

### Monthly Board Meeting

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**Date and Time**

Wednesday May 17, 2023 at 6:00 PM

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**In Person:** Pinnacles Prep Campus (Admin Office Conference Room) - 504 S. Chelan Ave

**Via Zoom:**

<https://us02web.zoom.us/j/88428303638>

Meeting ID: 884 2830 3638

Dial In: 1-719-359-4580

**Board Members:** Rick Wray, Oscar Licon Eusebio, Karen Rutherford, Flora Fernandez, Tyler McGee, Xaxira Velasco Ponce De Leon, Mario Reyes, Tod Treat.

**Contact:** Oscar Licon Eusebio, Board Secretary

Email: [oscar@pinnaclesprep.org](mailto:oscar@pinnaclesprep.org)

**Accessibility:** This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance requests for special aids and services must be made at least 48 hours in advance of the meeting's start time.

**Public Comment (In-Person):** Members of the public wishing to comment in person should sign up using the provided sign-in sheet 10 minutes prior to the start of the meeting. You will be called on at the meeting. The Board may respond to public comment during the meeting. Members of the public wishing to provide hard copy written comments at the meeting must bring 8 copies. Ten minutes will be allocated for public comment, with the option of the Chair to allow more.

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**Public Comment (Virtual):** Advance requests for virtual public comment or to provide written public comment electronically must be made no later than 48 hours in advance of the meeting's start time. To make this request or provide a written public comment, please email Oscar Licon at [oscar@pinnaclesprep.org](mailto:oscar@pinnaclesprep.org). If you would prefer to provide oral public comment, you will be called on at the meeting. The Board may respond to public comment during the meeting. Ten minutes will be allocated for public comment, with the option of the Chair to allow more.

***Small School. Big Ideas.***

**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 MEETING NORMS**

**Procedural:** Follow Through on all Agreements | Be Fully Present Physically and Mentally | Start and End on Time

**Behavioral:** Keep Students at the Center of Our Work | Be Bold and Optimistic | Advance Justice | Put Relationships First | Assume Positive Intent

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**Trustees Present**

Flora Fernandez, Rick Wray (remote), Tod Treat, Tyler McGee, Xaxira Velasco Ponce de Leon

**Trustees Absent**

Karen Rutherford, Mario Reyes, Oscar Licon Eusebio

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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 May 17, 2023 at 6:17 PM.

**C. Consent Agenda Approval**

Flora Fernandez made a motion to approve the minutes from Monthly Board Meeting on 04-19-23.

Tod Treat seconded the motion.

In addition to approving the Minutes from the May 19th meeting, the motion also approved all of items contained within the Consent Agenda (minus the Principal Report and Data Dashboard), including the following financial data:

The following payments as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursements claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll payments in the amount of \$82,739.41 are also approved.

**General Fund  
Accounts Payable**

Total electronic payments totaling \$154,004.97 and  
Check number 1020 through 1020 totaling \$5,616.68

**Non-AP Cash Disbursements**

Total electronic payments totaling \$876.38 and  
Check number N/A through N/A totaling \$0

**Payroll**

Total electronic payments totaling \$82,739.41 and  
Payroll check numbers N/A through N/A totaling \$0

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

**II. Public Comment Period**

**A. Open Floor for Public Comments**

No public comment.

**III. Advisory Body Special Guests**

**A. Pinnacles Program Special Guest**

The new school nurse, Amanda Peasley, introduced herself and shared her personal and professional background. She then shared a big picture of what she does on a daily basis and what some of her long term goals are for the position. Long term goal highlights include student individual health plans, Wellness Policy and Committee, partnership with CVCH for additional behavioral health services, establishing a health services webpage, partnering with staff and community on health-related curriculum, universal mental health screenings.

Amanda recommended to the board that they consider a Pediatrician as a future board member.

**IV. Critical Issue Discussion**

**A. Critical Issues Discussion**

Jill provided a thorough update on progress regarding the opening of the high school, including:

- Staffing update: Gretchen and Sam whom will be the two core HS teachers recently completed their first professional development trainings with Seattle curriculum partner Educurious.
- The high school is still in need of a Spanish and Art teacher. Jobs are posted on the school's website.
- After Karen Rutherford's positive meeting with the new WVC President Harrison, Pinnacles submitted an initial Letter of Intent outlining our reasons for housing our high school programs at the college; negotiations continue regarding a lease agreement detailing the instructional space we plan to lease for next year. The plan is to still pursue a hybrid day where 9th graders spend the morning at Pinnacles and afternoons at WVC.
- There is a possibility that our first high school class of 9th graders will be a smaller class of 40-50 students, still collecting surveys from existing 8th graders to get final count from current families.
- Following Jill's recent trip to New Orleans for a New Schools Venture Fund conference, Pinnacles was invited by the XQ Pilot project to be part of a national pilot focusing on implementing project-based Math instruction. We will be using the same math curriculum that we've been utilizing in middle school

Following the High School update, discussion ensued about adopting an amended "3120P: Pinnacles Prep Enrollment Procedure" focused on formalizing the addition of a second admissions lottery in May each year. The board voted unanimously (Tod Treat made Motion, Flora seconded Motion) to adopt this amended Procedure, pending approval from the Washington State Charter School Commission. The originally proposed second lottery that was to take place on May 20th will be postponed until the school hears back regarding the Commission's decision.

## **V. Board Committee Updates**

### **A. Monthly Finance Dashboard**

The annual financial data points of public and private revenue and expenses are tracking positively from the Financial Dashboard. Revenue associated with current enrollment counts are down slightly at 93.6% of annual projection. The one data point where concern was expressed was the 30 Days cash threshold. The school has dipped slightly below (\$9k) the 30 day level, so spending and cash flow activities are being adjusted and monitored as corrective actions.

### **B. Select Committee and Task Force Updates (Governance and Facility)**

Representing the Governance committee Rick Wray mentioned that 1 or 2 current board seats will become available at the end of July and that the board is currently looking for

replacement members. In order to spread the word about board member opportunities Sara Rolfs from the Governance Committee recently shared a post in ParentSquare encouraging all Pinnacles families to nominate new board member prospects.

As part of the Academic Excellence committee Wray also shared a link to the School Leader survey from Board on Track that gave all board members an opportunity to assess Jill Fineis' performance this school year. Data from this survey will be combined with data from a survey the staff and faculty are also taking in May. Results and recommendations will be shared by the Academic Excellence committee at either the June or July board meeting.

### **C. Pinnacles Prep Charter Contract Education and Review**

This item of the agenda was tabled and will be rescheduled for the June meeting.

## **VI. Additional Business**

### **A. Other Business**

- Q4 exhibition evening of June 15 - please attend the last one of the year.
- Bucks for Books student reading challenge is progressing slower than expected. In order to sweeten reading incentives for the last month, gift card amounts were doubled from 5 to \$10 per book
- Flora reported that Tall Timbers camp experience was awesome, transformational, unforgettable experience. So many new relationships were created.
- PE Mondays are going well with multiple fitness activities all over the Wenatchee Valley. It was also showcased recently in the Wenatchee World.
- Q4 Passion Projects are well underway. School is still fundraising to support the projects, hopefully to offer each student up to \$100 to support their project. Please consider giving if you haven't yet.
- Due to postponement, board observer won't be needed for Admissions lottery initially scheduled for May 20th. Once new date is set, Flora volunteered to represent the board.

## **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 8:03 PM.

Respectfully Submitted,  
Rick Wray