

APPROVED



PINNACLES PREP

Pinnacles Prep Charter School

Minutes

Monthly Board Meeting

Date and Time

Wednesday September 20, 2023 at 5:30 PM

Location

Pinnacles Prep Maker Space

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

Via Zoom:

<https://us02web.zoom.us/j/89300133347>

Meeting ID: 893 0013 3347

Dial In: 1-719-359-4580

Board Members: Rick Wray, Oscar Licon Eusebio, Karen Rutherford, Flora Fernandez, Bethany Sebastian, Tyler McGee, Tod Treat.

Contact: Karen Rutherford, Board Secretary

Email: karen@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.

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. 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

Trustees Present

B. Sebastian, F. Fernandez, K. Rutherford (remote), O. Licon Eusebio (remote), R. Wray, T. McGee, T. Treat

Trustees Absent

J. Castro

Guests Present

J. Fineis, S. Koester

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 Wednesday Sep 20, 2023 at 5:30 PM.

C. Consent Agenda Approval

T. Treat made a motion to Approve Consent Agenda.

T. McGee seconded the motion.

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 \$89,315.08 are also approved.

General Fund Accounts Payable Total electronic payments totaling \$169,758.49 and Check number N/A through N/A totaling \$0

Non-AP Cash Disbursements Total electronic payments totaling \$11,091.17 and Check number N/a through N/A totaling \$0 Payroll Total electronic payments totaling \$89,315.08 and Payroll check numbers N/A through N/A totaling \$0.

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

Motion to approve the minutes from Monthly Board Meeting on 08-23-23.

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

II. Public Comment Period

A. Open Floor for Public Comments

There were no requests from the public for comments.

III. State of the School Report

A. School Year Launch Highlights

Dashboard

Demographic Details of Student Population

Mission and Vision of Pinnacles Prep reviewed.

EPIC Values reviewed.

Enrollment Dashboard will be reported Quarterly.

Creating a Commission Compliance Dashboard was discussed. Sean and Jill will create a Commission compliance data report for the monthly dashboard.

B. 2022/2023 School Year Testing Results

School leader Jill Fineis presented the following updates:

22/23 Washington State Test Results.

Social Emotional Learning scholar survey.

Street Data: Introduced Street Data to the Board.

A video of student interviews regarding Pinnacles Prep presented and well received by Board.

C. 2022/2023 Goals Progress

D. Critical Priorities and New Goals for 23/24 School Year

School Leader Jill Fineis presented the three 23/24 Smarte Goals.

- 1: Increased Rigor and Engagement.
2. 90% of Scholars on task.
3. 100% of teachers lesson plans cross the rigor divide.

Critical Priorities:

50 IEP's currently identified. 22.5% Special Needs population. 30% of Ninth Grade class is Special Needs.

- * Need for more Instructional Assistances.
- * Need for another Special Education teacher. (We are applying for Wa State Safety Net funding)
- * Behavioral Issues need to be addressed. School Leader Jill Fineis is providing coaching with teachers as needed.

IV. Policies and Procedures Adoption

A. Dress Code Policy and Procedure Adoption

Motion to Adopt a Dress Code Policy and Procedures.

School Leader Jill Fineis presented a Dress Code Policy and Procedures to the Board.

The main motivation for the policy is the increased gang activity in the Wenatchee community. Several of our scholars have are believed to be gang affiliated. The Dress Code Policy's main objective is

attire that presents a threat to the safety of the school community is not allowed.

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

V. Financial Presentation

A. Monthly Financial Dashboard

Board Treasurer, Tyler McGee presented the current Financial Dashboard:

Enrollment is strong in the Middle School. High School has a few open spots, but is at expectations.

Revenues and Expenditures are in line with expectations.

\$59K Missing documentation for expenditures. Sean will work to find documentation by the October 1, in preparations for our upcoming audit.

Motion to Add another signer to the Pinnacles Prep Bank Account.

Payroll Approval – Adding a 2nd Payroll Approver: If the CEO is unavailable to approve payroll, by 2PM PST of the day payroll must be submitted, the Director of Operations, Board President, and Board Treasurer also have authority to approve payroll.

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

VI. Committee Reports

A. Development

Development Director Sara Rolfs presented the monthly Development Report.

She informed the Board of upcoming fundraising events:

Car Wash

Cider Press Friendraiser

Pinnacle Preps First Annual Raise the Paddle Gala to be held Saturday November 8th at the Merc. Hosted by Cory and Rick Wray at the Merc, downtown Wenatchee. The board was asked to seek sponsorships and sell raffle tickets for the event.

B. Governance

Charter Commission Education regarding Pinnacle Preps charter with the commission was tabled to next month due to meeting time limitations.

Rick Wray will create a new schedule for upcoming charter education presentation by board members.

Pinnacles Board Retreat and October Board Meeting will be combined on Saturday, October 21st. Meeting and Retreat to be held from 8am to 12:00pm at Pinnacles Prep Makerspace.

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 8:15 PM.

Respectfully Submitted,
K. Rutherford

Documents used during the meeting

None