

APPROVED



**PINNACLES PREP**

## Pinnacles Prep Charter School

### Minutes

#### Monthly Board Meeting

Board Meeting and Strategic Planning Retreat

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#### **Date and Time**

Saturday October 21, 2023 at 8:00 AM

#### **Location**

Pinnacles Prep Maker Space

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**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](mailto: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](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**

Bethany Sebastian, Flora Fernandez, Josh Castro, Karen Rutherford, Rick Wray, Tod Treat, Tyler McGee

**Trustees Absent**

Oscar Licon Eusebio

**Guests Present**

Jill Fineis

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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 Saturday Oct 21, 2023 at 7:56 AM.

**C. Consent Agenda Approval**

Tod Treat made a motion to Approve Consent Agenda and minutes from the September 2023 Board meeting. Tyler McGee, Board Treasurer presented the financial dashboard report.

Bethany Sebastian 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 \$106,451.58 are also approved.  
General Fund

Accounts Payable

Total electronic payments totaling \$181,800.23 and

Check number N/A through N/A totaling \$0

Non-AP Cash Disbursements

Total electronic payments totaling \$8,233.14 and

Check number N/a through N/A totaling \$0

Payroll

Total electronic payments totaling \$106,451.58 and

Payroll check numbers N/A through N/A totaling \$

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

Tod Treat made a motion to approve the minutes from September 2023 Board Meeting  
Monthly Board Meeting on 09-20-23.

Bethany Sebastian seconded the motion.

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

## II. Public Comment Period

### A. Open Floor for Public Comments

No Public Comments were requested or made.

## III. Policies and Procedures Adoption

### A. Policy and Procedure Adoption

Tod Treat made a motion to Approve Pinnacles Prep Content Policy.

Rick Wray seconded the motion.

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

Rick Wray made a motion to Approve School specific goals for 23/24. Math and Reading:  
50% of students will meet their growth goal on the NWEA MAP Assessment. SEL and  
DEI: 80% of students will meet this goal on the Kelvin Assessment.

Josh Castro seconded the motion.

Goals are the same as the 22/23 school year.

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

#### **IV. Executive Session**

##### **A. Board Retreat: Annual Strategic Planning**

Board Retreat began at 8:37am.

The expected return time from Executive Session is 12:00 PM

The board returned from the Executive Session at 12:00 PM

#### **V. 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 12:10 PM.

Respectfully Submitted,  
Karen Rutherford

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#### **Documents used during the meeting**

- 2023\_09\_20\_board\_meeting\_minutes.pdf
- 1. Pinnacles Prep Finance Dashboard 09.2023.pdf
- 2. Pinnacles Prep P&L 09.2023.pdf
- 3. Pinnacles Prep Balance Sheet 09.2023.pdf
- 4. Pinnacles Prep BvA 09.2023.pdf
- 5. Pinnacles Prep Payroll and AP Certification 09.2023.pdf
- 6. Pinnacles Prep AP Register 09.2023.pdf
- 6a. Pinnacles Prep Non-AP Cash Disbursement Register 09.2023.pdf
- 7. Pinnacles Prep Payroll Summary 09.2023.pdf