

APPROVED



**PINNACLES PREP**

Pinnacles Prep Charter School

## Minutes

### Monthly Board Meeting

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**Date and Time**

Wednesday September 18, 2024 at 5:30 PM

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**In Person:** Pinnacles Prep Campus - Two Bears Art Studio Classroom (504 S. Chelan Ave, Wenatchee)

**Online Zoom Link:**

<https://us02web.zoom.us/j/81891729392>

**Board Members:** Rick Wray, Blake Baldwin, Flora Fernandez, Bethany Sebastian, Tyler McGee, Josh Castro

**Contact:** Blake Baldwin, Board Secretary

Email: [blake@pinnaclesprep.org](mailto:blake@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 Karen Rutherford at [karen@pinnaclesprep.org](mailto:karen@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. A maximum of 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**

Blake Baldwin, Flora Fernandez (remote), Josh Castro (remote), Rick Wray

**Trustees Absent**

Bethany Sebastian, Tyler McGee

**Guests Present**

Aaron Hansen, Jill Fineis, Oscar Licon Eusebio, Tina Nicpan-Brown (remote)

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**I. Opening Items**

**A. Welcome and Record Attendance**

Josh Castro made a motion to Approve Prior Meeting Minutes: August 21st Board Meeting Monthly Board Meeting on 08-21-24.

Blake Baldwin seconded the motion.

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

Josh Castro made a motion to Approve Prior Meeting Minutes: August 29th Special Board Meeting Special Board Meeting (Via Zoom) on 08-29-24.

Blake Baldwin seconded the motion.

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

**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 Sep 18, 2024 at 5:38 PM.

Rick welcomed the new board for 2025, including new officers: Blake Baldwin, Secretary; Josh Castro, Treasurer.

### **C. Consent Agenda Approval**

Josh Castro made a motion to Approve Prior Meeting Minutes (August 21st Board Meeting & August 29 Special Meeting).

Blake Baldwin seconded the motion.

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

Josh Castro made a motion to Approve consent agenda.

Blake Baldwin seconded the motion.

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

Jill noted that the documents listed under the Policy Adoption section of the Consent Agenda were not amended, as indicated in the agenda. Instead, the five existing documents required a vote for re-adoption to meet compliance requirements for the upcoming year.

## **II. Public Comment Period**

### **A. Open Floor for Public Comments**

No public comment was requested.

## **III. Know Our People, Know Our Programs**

### **A. Pinnacles' Makerspace Programs**

#### **Aaron Hansen – STEM Instructor**

Aaron Hansen presented an overview of his educational and professional journey that led him to Pinnacles Prep and shared details about the school's 3-year scaffolded STEM program, which is accessible to all students.

- **6th Grade:** Scholars are introduced to basic computer science, including hardwiring and foundational soft skills in the field.
- **7th Grade:** The focus shifts to robotics, where students engage in building and programming robotic cars. Aaron noted that the robotics curriculum was revamped last year to include more complex sensors, enhancing the robots' operational capabilities.

- **8th Grade:** Scholars engage in pre-design and modeling, sketching ideas and using CAD software to create and fabricate 3D models. Aaron brought examples of scholars' 3D printed models to share with the Board. He is also working to update the 8th-grade curriculum to better meet the needs of the current group of scholars.

Rick inquired whether the curriculum aligns with "Project Lead the Way," and Aaron confirmed that each grade's curriculum is either directly aligned with or builds upon the "Project Lead the Way" framework.

In closing, Aaron noted to the board that teachers are more than educational instructors; teachers support their students holistically by providing mentorship, emotional support, and guidance, helping them navigate both academic challenges and personal growth.

#### IV. Critical Issue Discussion

##### A. Questions or Comments on Principal Report

Rick noted that the Principal Report is always separately printed and included in the agenda, and emphasized the importance of the Board reviewing the detailed information it contains.

Rick inquired about the inclusion of MAPS data for the High School in the Principal Report. Jill responded that additional scholars need to complete testing before this data can be included but assured the Board that preliminary High School data would be available in October.

Rick also asked whether Pinnacles will join the Excellence Schools Washington advocacy group. Jill explained that there are no immediate plans to participate but highlighted several other resources available to Pinnacles, including:

- **WA Charter School Commission:** Provides strategic consultation, technical assistance, site visits, and family focus groups.
- **WA Charters Association:** Offers leadership and advocacy guidance for state legislative engagement.
- **School Ops:** Provides a strong schools bulletin, compliance calendar, resource library, and access to various third-party organizational memberships.
- **Gates Foundation:** Partners with Pinnacles to provide instructional support, a \$50,000 Attuned contract to enhance school culture, and additional resources.

##### B. Staffing and Enrollment Updates for 24/25 School Year

Enrollment Updates as noted in the Principal Report:

- 6th grade: 41
  - 7th grade: 65
  - 8th grade: 67
  - 9th grade: 35
  - 10th grade: 33
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- Total: 239 (budget is for 244)

Jill reported that Humanities instructor, Bree Gask-Wilson, will be resigning. Bree will be staying through the end of September and is currently co-teaching with a successor, Hannah Grosvenor.

A new Sped IA has been hired for 1:1.

### **C. Finalizing School Leader Goals for New Year**

Before discussing goals for New Year, Jill provided an update about scholar behavior. Many scholars who attended school through the pandemic still have lingering challenges associated with that experience.

Jill reported the following School Leader Goals to the Board:

#### **RALLYING CRY**

Jill explained that our vision is 100% of scholars will meet grade-level reading and math competencies (with accommodations or modifications)

#### **School Leader SMART Performance Goals**

- Smart Goal 1: Academic Growth
  - Working with a master-based learning consortium to support this work. Each competency has 3-6 performance indicators. "Proficient" is achieved by earning 75% or more of each of those indicators.
    - Goals with protocols is that our instruction matches the rigors of higher education.
    - PEAK Intervention groups focus on scholars at 20% level or below in reading and math, as well as those who are highly capable (95th percentile and above).
  
- Smart Goal 2: School Culture
  - Weekly staff meetings
  - Six week school wide culture plan and PD alignment
  - Coaching feedback for all teachers

- Teacher evaluation system based on culture proficiencies
- Smart Goal 3: Organizational Health
  - New enrollment strategic plan
    - Recruit 60 scholars at a minimum and how to prepare for this goal
  - High School strategic plan

### **Commission Contract School Specific Goals**

- Academic
  - Middle School: 50% of students meet growth goal on the NWEA MAP Assessment in both reading and math
  - High School: 50% of students meet growth goal on the NWEA MAP Assessment in both reading and math
- Organizational
  - 80% of scholars indicate they feel safety, belonging, and have a growth mindset in their diverse school environment as measured by the Kelvin SEL Survey.

Josh Castro made a motion to Approve School-Specific Goals for 24-25 School Year. Flora Fernandez seconded the motion. The board **VOTED** unanimously to approve the motion.

#### **D. School Reauthorization Process and Timeline**

Before discussing the goals for the new year, Jill provided an update on scholar behavior, noting that many scholars who attended school through the pandemic still face challenges stemming from that experience, though this trend dissipates in the lower grades, which were not impacted by the pandemic in the same way.

Jill then presented the following School Leader Goals to the Board:

- **Rallying Cry:** The vision for the school is that 100% of scholars will meet grade-level reading and math competencies, with necessary accommodations or modifications.

#### **School Leader SMART Performance Goals: Academic Growth:**

- The school is partnering with a mastery-based learning consortium to support academic growth.
- Each competency has 3-6 performance indicators, and scholars must achieve 75% or more on each to be considered "proficient."
- The goal is to ensure that instruction aligns with the rigor of higher education.
- PEAK Intervention groups focus on scholars performing in the bottom 20% in reading and math, as well as those in the top 5% (95th percentile and above).

**School Culture:**

- Weekly staff meetings.
- A six-week school-wide culture plan with aligned professional development.
- Regular coaching feedback for all teachers.
- A teacher evaluation system based on culture proficiency metrics.

**Organizational Health:**

- A new enrollment strategic plan, with a goal to recruit a minimum of 60 scholars.
- Development of a High School strategic plan.

**Commission Contract School-Specific Goals:**

**Academic:**

- Middle School: 50% of students will meet their growth goal on the NWEA MAP Assessment in both reading and math.
- High School: 50% of students will meet their growth goal on the NWEA MAP Assessment in both reading and math.

**Organizational:**

- 80% of scholars will indicate they feel safe, have a sense of belonging, and possess a growth mindset in their diverse school environment, as measured by the Kelvin SEL Survey.

## **V. Committee Reports**

### **A. Finance**

Josh Castro, board treasurer, reviewed our monthly financial dashboard. All categories but "expenditures to date as a % of overall budget" are in the green.

Expenditures status is yellow; we are 8% over the expenditure budget. This will continue to be reviewed and monitored.

### **B. Governance**

Rick reported on new members of the Governance Committee.

Rick discussed board member compliance training requirements. The board must complete 4 key trainings annually. Rick is assigning these trainings for Board members to complete independently and requested each board member return an attestation form once trainings have been completed.

Rick requested that each board member complete the "board assessment" in board of track within the next week.

Rick confirmed the date and time for the board retreat, which will take place following the next board meeting on Wednesday, October 16th. The meeting will begin at 4 pm at the Mercantile and conclude between 8-9pm.

Blake Baldwin provided a summary of Articles 12, 13, and 15 of the Commission Contract.

## **VI. Additional Business**

### **A. Important Upcoming Dates**

Rick again noted the upcoming retreat and board meeting.

Rick also reminded the board of the Pinnacles Fall Fundraising Gala on November 14th at 6:30 pm. We've set a goal of raising \$40,000 for the development budget this year.

Oscar shared the Crepe House will be contributing a percentage of their proceeds on 9/25/24 to Pinnacles Prep.

### **B.**



## Next Board Led Commission Contract Refresher Session (Bethany)

### VII. Closing Items

#### A. Adjourn Meeting

Flora Fernandez made a motion to To adjourn at 7:14 pm.

Josh Castro seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:14 PM.

Respectfully Submitted,  
Blake Baldwin