

APPROVED



**PINNACLES PREP**

## Pinnacles Prep Charter School

### Minutes

#### Monthly Board Meeting

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**Date and Time**

Wednesday November 20, 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**

Bethany Sebastian, Blake Baldwin, Flora Fernandez, Rick Wray, Tyler McGee

**Trustees Absent**

Josh Castro

**Guests Present**

Amanda Peaslee (remote), Anders Lindgren (remote), Halma Abubakar (remote), Jill Fineis, Julia Fochtman (remote), 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 Nov 20, 2024 at 5:35 PM.

Rick opened the meeting with a recap of the fundraising gala thanking staff, board, students, and the community for their support.

**C. Consent Agenda Approval**

There were no questions or comments about materials in consent agenda.

Blake Baldwin made a motion to approve the minutes from Monthly Board Meeting on 10-16-24.

Bethany Sebastian seconded the motion.

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

Blake Baldwin made a motion to to approve consent agenda.

Bethany Sebastian seconded the motion.

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

## II. Public Comment Period

### A. Open Floor for Public Comments

No request for public comment.

## III. Know Our People, Know Our Programs

### A. Pinnacles Transportation Program

**Presentation:** Darin Lander and Erin King-Luce provided an overview of the Pinnacles transportation program.

#### Key Updates:

- **Bus Operating Conditions:** Both school buses are in good working order and prepared for the upcoming school year.
- **Behavioral Issues:** Earlier behavioral issues on bus routes have subsided. While buses are wired for internal and external cameras, the cameras themselves are not installed. Installing these devices in the future would enhance passenger safety.
- **Daily Ridership:** The buses transport an average of 65–75 students daily.
- **Regulatory Compliance**
  - Three emergency evacuation drills are conducted each season.
  - Washington State Patrol requires an annual inspection of the buses.
- **Maintenance:**
  - Routine maintenance is handled in-house by Darin Lander.
  - Complex maintenance needs are contracted with Eastmont School District's bus barn.
- **Route Design:** Each bus route is structured to take less than one hour.
- **Program Support:** In addition to daily routes, the buses support place-based education, field trips, physical education, sports, and other activities.

**Staffing Needs:** Darin noted the potential future need for an additional part-time bus driver.

## IV. Committee Reports

### A.

## Finance

In Josh's absence, Oscar presented the Finance Committee report.

- **Finance Dashboard Goals:** The organization is meeting targets for student recruitment, public revenue, and private revenue. However, expenditures and cash on hand are on track, but currently categorized as "in the yellow."
- **Fiscal Year 2025 Risks:** Key risks include the potential loss of levy equalization funds and other long-term sustainability challenges.

## B. Governance

Rick thanked all board members for completing annual required board compliance requirements, reminding the board this is required by state law.

Bethany provided her report for the "Board Led Commission Contract Refresher." She covered article 15 (oversight and accountability) and article 16 (breach of contract).

## V. Critical Issue Discussion

### A. Attune Partners Culture Audit Summary Findings

#### Attuned Partnership Update

Jill provided an overview of the Attuned partnership, detailing current services and future collaboration plans.

- **Current Services:** Attuned is supporting Pinnacles with strategic planning and implementation. This includes conducting a culture audit through interviews with scholars, teachers, and parents. Feedback from the audit highlighted opportunities for improvement, such as using more directive and clear communication in classrooms.
- **Future Plans:** In February, Attuned will visit Pinnacles to begin in-depth strategic planning. This process will include interviews with board members to inform their work.

## B. Recruitment and Enrollment Partnership

### SchoolOps Presentation

SchoolOps presented their proposal to provide enrollment support services for Pinnacles. Following the presentation, board members engaged in a Q&A session with the SchoolOps team.

Flora Fernandez made a motion to to approve the Sole Source Justification Form and Contract with SchoolOps.

Tyler McGee seconded the motion.

Rick requested a monthly report with updates for every board meeting during the duration of the contract agreement.

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

### **C. Board Performance and Development**

#### **Board Performance and Development Discussion**

Rick led a discussion on board performance and development, including a review of recent board assessment survey results and board member role descriptions.

##### **• Key Discussion Points:**

- Board members identified areas for improvement and discussed how targeted trainings could support skill development.
- Feedback was solicited on the structure and standing agenda items for board meetings.

### **VI. Additional Business**

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

Flora shared details for the tamale fundraiser event from December 13-14th and encouraged the board to attend.

#### **B. Next Board Led Commission Contract Refresher Session (Josh)**

### **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 7:41 PM.

Respectfully Submitted,

Blake Baldwin

Bethany Sebastian made a motion to Adjourn.

Flora Fernandez seconded the motion.

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