

APPROVED



PINNACLES PREP

Pinnacles Prep Charter School

Minutes

Monthly Board Meeting

Date and Time

Wednesday December 18, 2024 at 5:30 PM

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

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 Karen Rutherford at 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

Trustees Present

Bethany Sebastian, Blake Baldwin, Flora Fernandez, Josh Castro, Rick Wray

Trustees Absent

Tyler McGee

Guests Present

Amanda Peaslee (remote), Angelica Aguilar, Jill Fineis, Kerri Walker, Oscar Licon Eusebio

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 Dec 18, 2024 at 5:31 PM.

C. Consent Agenda Approval

- Rick reviewed the consent agenda and called for a motion to approve.

- Josh noted that employment costs for a certain position have already met the budgeted amount and advised awareness moving forward.
- Jill assured the board that the administrative team is aware of the situation and is working on next steps.

Josh Castro made a motion to approve the minutes from Monthly Board Meeting on 11-20-24.

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. Staff Member Guest Speaker

- Angelica Aguilar, office manager, presented her professional history and role at Pinnacles Prep, joined by her colleague, Diana.
- **Focus Area:** Angelica addressed the issue of increasing student tardiness and shared approaches to mitigate it.
 - Diana elaborated on a system that identifies root causes of tardiness, supports scholars in improving punctuality, and rewards timely attendance.
 - **Impact:** The number of chronically tardy students decreased from 25 to 12.
- Rick recognized Angelica's contributions as a member of this year's Governance Committee.

IV. Critical Issue Discussion

A. PTO Formation

Kerri Walker presented a proposal to formalize a Parent Teacher Organization (PTO).

- **Updates:**
 - Meetings have been held to discuss the mission statement, financial needs, and nonprofit regulations.
 - A fundraising plan is being developed.
 - A parent survey is being drafted for feedback.
- Kerri explained the preference for a PTO over a Parent Teacher Association (PTA) and outlined the timeline for establishment.
- Kerri indicated confidence in handling IRS requirements for 501(c)(3) formation but is consulting PTO Today for insurance resources.

B.

Future Enrollment Projections

Oscar presented future enrollment projections and SchoolOps' communication strategy.

- **Upcoming Outreach Campaign:**
 - Launching in January, activities include canvassing, open houses, letters, tours, and more.
- **Staff Recruitment:**
 - Oscar requested referrals for a Community Outreach Ambassador, a paid position.

C. Demographics and Enrollment Data Dashboard

- Oscar shared updates on the data dashboard development for demographics and enrollment trends.

D. Current and Future High School Vision

Jill presented a draft of Pinnacles Prep High School's vision: **"College, Career, and Community Ready."**

- **Key Pillars:**
 - **Place-Based Education:** Passion projects and internships to build social capital.
 - **Career Readiness:** STEM for all, industry challenges, and capstone projects.
 - **College Readiness:** Preparing scholars for higher education and increased career opportunities.

V. Committee Reports

A. Finance

Josh provided updates from the finance dashboard:

- Lower enrollment has impacted the budget, raising concerns about long-term sustainability.
- Recruitment efforts are critical moving forward.

B. Governance

- Rick recommended a joint meeting of the Governance and Finance Committees to organize a board training on school finances.
- Josh presented a refresher on key contract provisions:
 - **Article V:** General Operational Requirements.
 - **Article XVII:** Miscellaneous Provisions.

VI. Additional Business

A. Important Upcoming Dates

B. Additional Business

Jill and Rick shared updates on advocacy efforts by the WA Charter School Association in Olympia.

- A special legislative session is anticipated by the association, possibly extending into June.

VII. Closing Items

A. Adjourn Meeting

Flora Fernandez made a motion to Adjourn.

Bethany Sebastian 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 7:20 PM.

Respectfully Submitted,
Blake Baldwin