APPROVED

PINNACLES PREP

Pinnacles Prep Charter School

Minutes

Monthly Board Meeting

Date and Time
Thursday April 3, 2025 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, 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

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Trustees Present
Bethany Sebastian (remote), Blake Baldwin, Flora Fernandez (remote), Josh Castro, Rick Wray

Trustees Absent
None

Guests Present
Jill Fineis, Julia Fochtman, Matt Paolini (remote), Natalie Gordon (remote), Sara Rolfs, Sean Koster, Tommy Micah (remote)

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 Thursday Apr 3, 2025 at 5:34 PM.
Rick noted that Section D of the agenda will be tabled until the next meeting.

C. Policy and Procedure Discussion and Consent Agenda Approval

Rick asked if there were any questions regarding the Consent Agenda.

Josh inquired about Policy 2413, related to equivalency credit opportunities. He noted that the policy references dates from September 2021 and asked whether this was intentional or an error.

Jill explained that the date likely reflects the last time the policy was revised.

Rick then asked Jill to update the Board on school leadership positions, noting that a job posting for a new principal has been released. Jill shared that the school is actively seeking a principal to allow her to fully transition into the CEO role, enabling her to focus on operational responsibilities without splitting time between both positions.

Jill also noted that the Charter School Waiver Bill will not be advancing during this legislative session.
Josh Castro made a motion to approve the minutes from Monthly Board Meeting on 02-19-25.
Blake Baldwin seconded the motion.
Note: Flora was experiencing connectivity issues during the vote.
The board **VOTED** to approve the motion.

Roll Call	
Rick Wray	Aye
Bethany Sebastian	Aye
Flora Fernandez	Abstain
Josh Castro	Aye
Blake Baldwin	Aye

Rick recited the following statement: “The following payments, as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll payments in the amount of $145,002.72 are also approved.”

Rick will recite this statement following the approval of the Consent Agenda at every Board meeting moving forward, in accordance with the Charter School Commission’s request.

II. Public Comment Period

A. Open Floor for Public Comments

There was no request for public comment.

III. Critical Issue Discussion

A. Audit Presentation

Matt Paolini with Joule Growth Partners gave a presentation requesting Board approval for the upcoming CPA audit.

He provided a thorough explanation of the purpose and process of CPA audits, including the audit timeline, what the auditors will review, and how the audit helps ensure financial transparency, compliance, and accountability.
Bethany Sebastian made a motion to Approve CPA Audit.
Josh Castro seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Student Enrollment Update

Julia Fochtman with SchoolOps presented updates to the Student Enrollment Plan.

The Pinnacles team has increased the number of committed returning students from 158 to 175. Community referrals continue to be the top source of new leads and applications.

The next Meta ad campaign will focus on recruiting high school students.

Rick asked Julia to remind the Board what typical spring and summer enrollment trends have looked like in the past. Julia noted that while she only has data from two years ago, there is usually a modest uptick in enrollments over the summer, with approximately 15 applications per month in June and July during that period.

Josh inquired whether current enrollment numbers are meeting expectations. Julia responded that she is very encouraged by the results so far, especially considering the strong headwinds in the Wenatchee area due to the recent opening of new private and alternative school options.

C. New Strategic Plan

Natalie Gordon and Tommy Micah from Attuned Education Partners provided an engaging presentation to the Board outlining the steps being taken to develop Pinnacles Prep’s new strategic plan. They described their approach to gathering input from staff, stakeholders, analyzing school data, and aligning the plan with the school's long-term mission and values.

They also shared the proposed strategic priorities that will guide the plan’s development:

- **Ensure Rigorous and Equitable Instruction**
- **Cultivate a Safe and Inclusive Culture**
- **Advance an Equitable Vision**
- **Forge School-Wide Coherence and Excellence**

Board members expressed appreciation for the thoughtful process and look forward to continued updates as the plan progresses.

D. Charter Contract Renewal Update

Rick noted that the Board is still awaiting data reports from OSPI and the Charter School Commission. As these reports have not yet been released, this agenda item will be postponed until the next Board meeting.

IV. Committee Reports

A. Finance

Josh provided an overview of the financial dashboard, highlighting key performance metrics and their current statuses:

- Current Student Recruitment Count: Yellow
- Public Revenue Received as a % of Overall Budget: Yellow
- Private Revenue Received as a % of Overall Budget: Green
- Expenditures To-date as a % of Overall Budget: Green
- Cash on Hand: Yellow

Jill clarified that the reported loss of 10 SPED FTE shown in the dashboard was a clerical error.

V. Additional Business

A. Additional Business

Rick noted the following updates:

- Board member F1 financial disclosures are due by April 15th. All Board members confirmed that they have completed this requirement.
- The April 16th board meeting has been rescheduled to April 23rd.
- The Charter School Commission site visit is scheduled for May 6th.

VI. Closing Items

A. Adjourn Meeting

Flora Fernandez made a motion to Adjourn.
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 7:01 PM.

Respectfully Submitted,
Blake Baldwin