

APPROVED



PINNACLES PREP

Pinnacles Prep Charter School

Minutes

Monthly Board Meeting

Date and Time

Wednesday September 17, 2025 at 5:30 PM

In Person: Pinnacles Prep Campus - Great Hall 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, Nate McClennen

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 Blake Baldwin at blake@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

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

Trustees Absent

Bethany Sebastian

Guests Present

Angelica Aguilar, Jill Fineis, Sara Rolfs

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 Sep 17, 2025 at 5:35 PM.

C. Consent Agenda Approval

Rick made note of a last minute amendment for the payroll summary as he initially forgot to include this in the first draft agenda.

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 \$139,470.17 are also approved.

General Fund

Accounts Payable

Total electronic payments totaling \$280,714.20 and Check number N/A through N/A totaling \$0

Non-AP Cash Disbursements

Total electronic payments totaling \$2,800.53 and Check number N/A totaling \$0

Payroll

Total electronic payments totaling \$139,470.17 and Payroll check numbers N/A totaling \$0

Blake Baldwin made a motion to Approve Consent Agenda.

Nate McClennen seconded the motion.

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

Blake Baldwin made a motion to approve the minutes from Monthly Board Meeting on 08-19-25.

Nate McClennen 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. Student Special Guests

Presentation 1: The High School Student Advisory Council shared its community plans for the month of September.

Plans revolve around Latino Heritage Month and include a Latino cafeteria takeover, bake sale, and spooky movie night.

The High Student Advisory Council is structured as a class in the morning where members collaborate to discuss ideas for school improvement and engagement.

Presentation 2: The middle school Community Meeting Committee shared its mission and purpose serving Pinnacles Prep. They work to identify opportunities to improve community meetings and engage with teachers and staff to realize their goals.

Presentation 3: The board also heard from the Middle School Student Advisory Committee about their work to encourage Random Acts of Kindness. Their main goal is to help recognize those who work hard but aren't always appreciated through "shout outs" that can be displayed on walls, discussed in meetings, and more. They plan to execute this work all year long.

Presentation 4: Last, the board heard a presentation from the Spirit Week Group. Their plans include making spirit week more interesting with fun competitions. They shared all the planned spirit weeks, which typically appear during holiday weeks.

IV. Critical Issue Discussion

A. Student Enrollment Update

Sara shared a student enrollment update. Enrollment numbers include:

6th Grade: 45
7th Grade: 35
8th Grade: 64
9th Grade: 33
10th Grade: 27
11th Grade: 29

Jill and Sara shared that we have slightly more students enrolled than the board had budgeted for 2025-26.

When discussing students enrolled in running start, Rick asked Jill what dual credit opportunities are available through Pinnacles Prep directly. Jill noted that the school is offering AP Environmental Science For All as a dual credit opportunity.

B. Special Education and Staffing Updates for 25/26

Jill shared updates about staffing and special education for school year 2025-26.

Staff updates:

- Pinnacles' new art teacher tendered resignation after the third week of school. However, Jill just hired a new art teacher today who has an extensive background teaching art in the Seattle Public Schools system.
 - The new art teacher will be focused on skills progression in various fields of art.
- Jill and Sara launched a new position: Operations Assistant. Diana, who previously served in Pinnacles' recruitment role, has stepped into this position.
- A new hire was made to help fill in at the kitchen to meet capacity needs of existing staff whom are splitting their time between driving busses and working in the kitchen.
- A new school nurse was hired.

The discussion around SpEd staffing was tabled as needs have likely changed. Jill will provide a any needed updates during the next board meeting.

C. Charter Contract Renewal Process Update and Next Steps

Jill shared that there will be a panel representing Pinnacles Prep during tomorrow's Charter School Commission meeting where Pinnacles' reauthorization is being considered. 9 scholars have also signed up to provide public comment during the public comment period of the Commission meeting.

D. School Leadership Performance Goals for Upcoming Year

Rick asked that given critical academic data, perhaps the board could be provided more frequent feedback rather than beginning and end year reporting. Jill said this is possible and they will shoot for monthly reporting. This will be discussed further during next month's Board Retreat.

Blake Baldwin made a motion to Approve school leader performance goals and school improvement plan for 2025-26.

Josh Castro seconded the motion.

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

V. Committee Reports

A. Finance

Josh provided a Finance Committee update, including a review of the current Financial Dashboard indicators:

- Student Recruitment Count: Green
- 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: Red
 - Ended materially below 60 days due to levy equalization payment delay

The color-coded statuses reflect areas of strength and those requiring continued monitoring.

Rick asked if the Charter School Commission will extend cash on hand requirements due to the delay in levy equalization payments. Jill answered that while the Commission has accepted past budgets dependent upon levy equalization payments, they are not moving forward. We've now changed how we structure the budget to meet requirements.

B. Governance Committee

Rick shared that he and Blake had a meeting arranged with a prospective board member, but they became sick and had to reschedule. We hope to have a resume for the board to consider for the next board meeting.

Rik also reminded the board that we as members have required trainings to complete by November 6th, including the Open Public Meetings Act, Public Records Act, Use of Public Funds, and Staff Credential.

The board member F1 Financial Disclosure is also due on April 15th.

Rick will be sharing a link for a Year End Board Self Assessment Survey to be complete by next Friday, September 19th.

VI. Additional Business

A. Important Upcoming Dates

Rick again noted tomorrow's reauthorization vote at the Pinnacles Prep.

Due to logistical challenges, we are moving the Board Retreat from Oct 15th to **Oct 27th, 5-9 PM.**

Rick also encouraged Board members to attend the October 25th WA Charters Conference in Seattle.

VII. Closing Items

A. Adjourn Meeting

Nate McClennen made a motion to Adjourn.

Blake Baldwin 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 6:51 PM.

Respectfully Submitted,

Blake Baldwin