APPROVED

PINNACLES PREP

Pinnacles Prep Charter School

Minutes

Monthly Board Meeting

Date and Time
Wednesday November 19, 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, Rosa Pulido, 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

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Trustees Present
Blake Baldwin, Nate McClennen (remote), Rick Wray, Rosa Pulido (remote)

Trustees Absent
Flora Fernandez, Josh Castro

Guests Present
Gary Keeler, Haley Cummins (remote), Jill Fineis (remote), Sara Rolfs

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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 19, 2025 at 5:35 PM.

C. Consent Agenda Approval

Rick called for approval of the consent 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 $151,098.07 are also approved.

General Fund
Accounts Payable
Total electronic payments totaling $247,964.37 and Check number N/A through N/A totaling $0

Non-AP Cash Disbursements
Total electronic payments totaling $1,804.79 and Check number 1032, 1033 totaling $702.80

Payroll
Total electronic payments totaling $151,098.07 and Payroll check numbers N/A totaling $0
Blake Baldwin made a motion to Approve consent agenda and prior meeting minutes.
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 and Annual Retreat on 10-27-25.
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 09-17-25.
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. Faculty Special Guest

Haley Cummins, 8th grade humanities and theater teacher, shared about the programs she runs at Pinnacles Prep.

In regard to theater programming, Haley noted that many scholars cannot participate in after school theater programs, so she instead shifted to producing shows for fellow scholars during the school day rather than after school.

Scholars lead the productions, including directing, lighting, and sound. This is both a middle and high school elective at the same time: 30 middle schoolers and 10 high schoolers in the same show. She also noted that Pinnacles is the only middle school theater program in the area and that many families are choosing Pinnacles specifically for this program.

Haley shared that the next performance is January 22nd and 23rd.

IV. Critical Issue Discussion

A. Student Enrollment and Attendance Updates

Sara shared student enrollment and attendance updates.

She noted that FRL percentages for grades 9, 10, and 11 are at 0% because the services director has yet to input the data.

Rick asked if there are any surprises from administrative staff about any shifts in enrollment and attendance data. Jill answered that there were no big surprises, other than a couple unexpected unenrollments.

Nate suggested that certain unenrollment data would be good to obtain, such as why the scholar unenrolled and how long they've been at Pinnacles Prep. Sarah shared that administrative staff does conduct an exit interview and was able to generally provide feedback to Nate's immediate suggestion.

Jill shared that 67% of scholars are currently attending more than 90% of the time, or have missed less than two days per month. When staff dug into attendance data, they found that many scholars were chronically tardy, which impacts enrollment data. Staff has created incentives for students to arrive on time, which has helped improve tardiness.

Sara shared updates about the School Ops role for the upcoming year. Pinnacles and School Ops are working to finalize a contract to continue providing recruitment strategy and marketing support. Sarah then shared the outreach master plan for the upcoming year.

B. Academic Growth and Achievement Update

Jill shared data collected to track monthly progress of academic growth and interventions.

Jill said that Jordan, assistant principal, has been collecting and aggregating this data into tracking tools, which Jill shared with the Board.

Gary shared that the PEAK program is helping teachers individualize learning pathways for each scholar.

Jill shared that there are proposed applications of PEAK to help improve math growth, which staff believes will yield positive results.

C. Retreat Follow Up

Jill shared follow ups from the retreat regarding the high school panel discussion the board heard.

High School teachers wanted to find ways to engage scholars and build community, so next week they will be participating in "acts of service." In addition, they will be hosting a "friendsgiving."

There will new classes offered aligned with student interests should they be in good academic standing.

V. Committee Annual SMART Goal Presentations

A. Finance

Sara 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): Green
- Private Revenue Received (as a % of overall budget): Yellow
- Expenditures to Date (as a % of overall budget): Green
- Cash on Hand: Red
    - Ended materially below 60 days due to levy equalization payment delay; payments expected in October & April

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

As for goals, Sara shared that there will be additional program budget trackers implemented for the upcoming year.

Jill shared that the finance committee is a lagging indicator body, so they've been looking at ways to instead be more proactive and focus on forecasting and scenario planning.

B. Governance Committee

Blake shared the Governance Committee goals for the upcoming year, which are:

1. Strengthen Board Capacity & Governance Effectiveness
2. Expand Board Engagement with Staff, Scholars, and the Community
3. Increase Board Knowledge of School Leadership, Academic Programs, and Advisory Bodies

C. Academic Excellence

Rick shared the Academic Excellence Committee goals for the upcoming year, which are:

1. Support the finalization of comprehensive high school programmatic vision and marketing plan to promote it to the community
2. Conduct school leaders' annual performance evaluations and schedule quarterly follow meetings to discuss progress towards board approved SIP goals
3. Support and monitor monthly academic growth and achievement
4. Collect data, publish, and disseminate annual State of the School report
5. Support the development of a formal curriculum review committee and supporting processes and procedures

D. Development Committee

Jill shared the Development Committee goals for the upcoming year, which are:

1. Build a fully engaged Board that models a culture of giving and leads donor cultivation
2. Expand and deepen donor community through retention, cultivation, and events
3. Build reliable data, systems, and reporting structures

VI. Important Upcoming Dates

A. Dates to Announce and Calendar

Sara shared the WA State Rep. Burnett (District 12) will be visiting Pinnacles Prep on Dec. 10th from 11-12:30pm.

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 7:30 PM.

Respectfully Submitted,
Blake Baldwin

Nate McClennen made a motion to Adjourn.
Blake Baldwin seconded the motion.
The board **VOTED** unanimously to approve the motion.