APPROVED

PINNACLES PREP

Pinnacles Prep Charter School

Minutes

Monthly Board Meeting

Date and Time
Wednesday September 16, 2026 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, Katie Lease, Becca Freimuth, Kari Johnson

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
Becca Freimuth, Blake Baldwin, Flora Fernandez (remote), Kari Johnson (remote), Katie Lease, Rosa Pulido (remote)

Trustees Absent
Josh Castro, Nate McClennen, Rick Wray

Guests Present
Erin King Luce (remote), Jill Fineis, Sara Rolfs

I. Opening Items

A. Welcome and Record Attendance

B. Call the Meeting to Order

Blake Baldwin called a meeting of the board of trustees of Pinnacles Prep Charter School to order on Wednesday Sep 16, 2026 at 5:37 PM.

C. Consent Agenda Approval

Rick is out of town and Jill is facilitating the Board Meeting in his absence.

Jill reviewed the consent agenda items with the Board. Blake noted that he made an edit to the previous board meeting minutes today before publishing.

Becca requested the term "non-immigrant alien" to be removed from the Employment and Volunteers Disclosures Certification Requirements Assurances and Approval document. Staff will prepare an amended version of the policy that removes this language before the next Board Meeting when the Board considers approval of the policy.

Katie asked if Pinnacles Prep requires drug testing for staff. Jill answered that for certain positions, such as bus drivers, yes.

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 $121,219.68 are also approved.

General Fund
Accounts Payable
Total electronic payments totaling $110,172.15 and Check number N/A through N/A totaling $0

Non-AP Cash Disbursements
Total electronic payments totaling $600.32 and Check numbers N/A through N/A totaling $0

Payroll
Total electronic payments totaling $121,219.68 and Payroll check numbers N/A totaling $0
Kari Johnson made a motion to approve consent agenda.
Katie Lease seconded the motion.
The board **VOTED** unanimously to approve the motion.
Kari Johnson made a motion to approve the minutes from Monthly Board Meeting on 08-19-26.
Katie Lease seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Comment Period

A. Open Floor for Public Comments

There was no request for public comment.

III. Know Our Programs, Know Our People

A. Staff Special Guest

We are tabling the staff special guest agenda item until the next Board Meeting. Julie was unable to attend this evening and will join the Board next month.

IV. Critical Issue Discussion

A. School Year Launch Updates

Sara shared that Pinnacles Prep staff is fully hired. She also shared that hiring a kitchen assistant has alleviated a lot of staffing stress in the food department and that the new office assistant is doing an excellent job. Sara did mention a maintenance position in the future could be helpful.

Jill shared that instructionally, the school year launch has been strong. The Dean positions being focused on student engagement rather than discipline has been a positive change. There have been some minor staffing challenges with bus driving staff being oversubscribed.

B. Enrollment and Attendance Update

Sara shared an overview of current enrollment and attendance numbers. We are currently 23 enrollments below our budgeted amount and Sara shared this is a concern, though there are ongoing and planned enrollment efforts.

The biggest enrollment deficits are in grades 10 and 11.

August attendance for the middle school is strong but the high school has room to improve.

C. Strategic Goals Dashboard Highlights

Jill and Sara reviewed Pinnacles Prep's 3 strategic goals, which are:

1. Adult Culture
2. Belonging and Safety
3. Cohesive Operations

Jill and Sara will be providing a quick presentation of the strategic goals dashboard during each monthly board meeting.

Jill provided an overview of the 2026-27 School Specific Goals, which is a Washington State requirement for Charter Schools overseen by the Washington State Charter School Commission.
Blake Baldwin made a motion to School Specific Goals for 2026-2027 SY.
Becca Freimuth seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. AI Policy Update

Jill is still awaiting staff feedback on the draft AI policies for Pinnacles Prep, which will be discussed during the next staff meeting.

V. Committee Reports

A. Finance

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

- Student Recruitment Count: Red
- Public Revenue Received: Green
- Private Revenue Received: Green
- Expenditures to Date: Green
- Cash on Hand: Yellow

We are forecasted to meet our end-year requirement for cash on hand. The color-coded statuses reflect areas of strength and those requiring continued monitoring.

VI. Additional Business

A. Additional Business and Important Upcoming Dates

The Annual Board Retreat and October Board Meeting will be held on Saturday, Oct 10th 9am to 1pm at the Mercantile at Midtown, 37 S. Wenatchee Ave, Suite F, Wenatchee, in place of the regularly scheduled board meeting on October 21st.

VII. Closing Items

A. Adjourn Meeting

Katie Lease made a motion to Adjourn.
Kari Johnson 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 7:02 PM.

Respectfully Submitted,
Blake Baldwin