

Pinnacle Canyon Academy

Board of Directors Meeting

Tuesday, June 13, 2023
6:30 p.m.

In attendance:

Roberta Hardy
Jeri Atwood
Melissa Jeppson
Mary Schulz

Kelly Atwood
Jody Manzanares
Ethan Miglior

Welcome

Mary opened the meeting at 6:29 p.m.

Approval of minutes from last meeting

Kelly motioned to approve the minutes from the last meeting, Jody seconded.

Financials

Any questions on financials. We're good right now.

Kelly motioned to approve the financials, Jody seconded.

Climate survey results

We completed the required climate survey. Almost every employee and all of the students completed. Told us the same things that the CALL survey had told us. The kids felt that bullying was a problem, the adults felt that bullying was a problem, substance abuse was a problem and that people gossip. We'll bring a plan to the August survey.

Administrative evaluations

Teachers evaluated Jeri and Ray for the elementary and Roberta and Mark for the secondary. Mostly positive and results sent to Mary. Some open ended responses. Elementary wants Roberta up in the elementary more. Jeri reported that it was positive. All of the elementary teachers are coming back (for the first time in a lot of years).

Camera system

We signed the contract with them (\$160,000). It has vape detectors in the bathroom (alert sent to phones). It's very high tech. Can locate people. Could also help with bullying, vaping and drug deals. It will be installed before the start of the school year.

Update on building

Roberta has tried again today to talk to Ryan Monson, the building inspector. He was going to do some research on the building. He hasn't gotten back to Roberta yet. The estimate right now is \$4 million to renovate for the one floor. We are still in the middle of it.

Approval of SPED Policies and Procedures manual

The state has changed some of the rules and regulations for Special Education so we had to update the manual. We used the state's template and inserted the school's name into the manual.

Kelly motioned to approve the approval SPED Policies and Procedures manual,, Jody seconded.

Approval of Early Learning Plan

The state has schools write numeracy and literacy goals. We must make 60% growth on literacy and numeracy (based on Acadience reading and math tests) and then must set literacy and numeracy goals and then one additional goal.

Kelly motioned to approve Pinnacle's early learning plan, Jody seconded.

Pinnacle Procurement Policy

We had to update our procurement policy. The policy was sent out to the board.

Pinnacle Canyon Academy must create a procurement procedures document that reflects the procedures/requirements in accordance with [2 CFR 200.318(a)], [7 CFR 210.21], and other applicable program regulations.

Technical Assistance:

Federal Code 2 CFR 200 sets the minimum requirements that Pinnacle Canyon Academy must cover in its written general procurement procedures. The CNP program regulations and FNS-USDA policy guidance provide for a few more critical requirements such as the RFP process requirements and the Buy American Provision [7 CFR 210.21(d)].

Federal procurement policy (Question 6, Procurement Questions, USDA FNS, July 2005 <https://fns-prod.azureedge.net/sites/default/files/2005-07-05.pdf>) requires that price must be the primary factor when conducting an RFP. Therefore, the LEA/SFA procedures must include the requirement that price is the primary factor when conducting an RFP process. Additional program requirements can be found in 7 CFR 210.21 (NSLP), 7 CFR 215.14(a) (SMP), 7 CFR 225.17 (SFSP), and 7 CFR 220.16 (SBP), as applicable.

Kelly motioned to approve Pinnacle's procurement policy, Jody seconded.

Pinnacle Audit

An item was on the books for a few months. The school should review bank reconciliation monthly. The error was related to a payroll transaction that was complicated. Going forward, the corrective action is that the negative translation on the books has been cleaned up. It wasn't actual money (it was a negative balance). Pelorus over did the amount and Pelorus said it was fixed and it wasn't. Roberta Mary will review the bank reconciliations monthly.

Kelly motioned to approve the Audit Finding Letter, Jody seconded.

UPDATES

- 40 kids in secondary, 30 kids in elementary in our summer school programs. We have busing as well. We have 30 people working in summer school (elementary teachers and aides).
- We received the TANF grant and the STEM grant. We have close to \$1 million in grants (including ESSER).
- We hired Paula Wells for recent 6-hour training. We talked about PLC and how we'll restructure them. We are working on truancy. K-5 will be down in the secondary for the first 45 minutes and the teachers can do common planning (we'll do basketball, STEM, SEL, etc...).
- We had good training at the end of the year (7 days) and it was very positive. Having all the teachers receive \$4,200 from the legislature. Administration received raises.
- We are going to do a big push for enrollment in the Elementary because we have more teachers.
- Next year is our 25th anniversary. Big celebration for us. August 14 is our Title 1 meeting, back to school night, food trucks and visiting classrooms.
- Truancy laws haven't really changed. Kerry will go pick up students to bring them to school.
- Next year we are going to expand the food bank. We'll have washers and dryers in the locker rooms. We're going to do a lot more food while still using Carbon Caring for Kids.
- New change, if you go a ½ day you have to feed them. We'll probably do sack lunches on Fridays.
- RTI (Rural Technology Initiative through Strategic Workforce Initiative grant) with the college went well, every student passed at least one certification. The kids are in a real college class so they are taking it more seriously. Choosing for the program will be more particular. Ethan reported that they fixed a few problems and that we finally have the consistency that we need. We understand the students now and create better pathways for them. College students are in the class with them so it was a better experience. We have ongoing funding for the program. A few glitches to still work out. Olivia has been a great leader for the program. Priority is given to Pinnacle students but other students are able to sign up for classes. Running the classes in the morning really helped. Olivia, Steven and Ashley all got along. Ethan wants the instructors to have the same certification as the kids do. Pay them for each certification they earn. If the teachers have done the certifications and tests completed, they will know what to expect with the students. They will go to a conference with the college to support this.
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Elementary Updates

- End of the year went well.
- Not a lot of big things going on over the summer.
- USDB is going to put a classroom here at Pinnacle to service our deaf students (and two students from the Carbon School District). They hired a teacher to come down. There will be a dedicated classroom for this. USDB will take over all the IEP files for those students.

- Sending elementary teachers to Canyon School District to join their training at the beginning of the year to show them how to align the big standards and align them to the curriculum (Wonders, EnVision Math).
- Will also be doing vertical alignment for reading and math for K-12 whole school

Mary closed the meeting at 7:15

NEXT BOARD MEETING

Tuesday, August 1, 2023

5:30 p.m.