

## AGENDA

### Meeting of the Board of Directors

Friday, August 5, 4:00 PM

Navigator Schools Support Office

275 IOOF Avenue, Gilroy, CA

#### POSTED AT:

Gilroy Prep School Office  
Hollister Prep School Office  
Support Office  
Websites

#### TELECONFERENCE LOCATIONS:

**1827 Clifford Street, Santa Clara, CA 95050**  
**5858 Horton St., Suite 451, Emeryville, CA 94608**

Navigator Mission Navigator Schools drives phenomenal student achievement by developing top tier teachers and leaders who consistently improve innovative classrooms and schools.

**NOTE:** Times listed for Agenda Items are estimates only. Actual times may vary substantially dependent on circumstances.

#### I. Procedural Items

	<u>Item</u>	<u>Objective</u>
A.	4:00 pm <b>Call to Order, Attendance, &amp; Opening Remarks</b> <i>Caitrin Wright, Chair</i>	Discussion
B.	4:05 pm <b>Public Comment on items not covered on the regular agenda</b> <i>Caitrin Wright, Chair</i>	Discussion

#### II. Presentations, Discussion & Action Items

	<u>Item</u>	<u>Objective</u>
C.	4:10 <b>Approval of Resolution 2017-1 – CEO Signatory Authority</b> <i>Kevin Sved, CEO</i>	Discussion/Action
D.	4:15 <b>Approval of Resolution 2017-2 – Banking and Check Signing Authority</b> <i>Kevin Sved, CEO</i>	Discussion/Action
E.	4:20 <b>Authorize CEO to expend up to \$25,000 of GPS Reserve Funds for Capital Improvement</b> <i>Kevin Sved, CEO</i>	Discussion/Action

#### III. Close of Meeting

	<u>Item</u>	<u>Objective</u>
F.	4:25 pm <b>Adjourn</b> <i>Caitrin Wright, Chair</i>	Action

**RESOLUTION No. 2017-1**

A RESOLUTION OF THE BOARD OF DIRECTORS of Navigator Schools regarding appointment and authority of Kevin Sved, Chief Executive Officer.

WHEREAS, the Board of Directors of Navigator Schools (a California Nonprofit Public Benefit Corporation, hereinafter the "Corporation") desires to provide for the efficient conduct of the business of the Corporation;

NOW, THEREFORE BE IT RESOLVED THAT:

Kevin Sved, is hereby appointed Chief Executive Officer of the Corporation effective June 1, 2016; and

As Chief Executive Officer, he is hereby authorized to sign all contracts, reports, invoices and other agreements as may be required to conduct the business of the Corporation consistent with the adopted fiscal and other policies of the Corporation; and

This resolution shall remain in force until it has been withdrawn by action of the Board of trustees of the Corporation.

DULY PASSED AND ADOPTED THIS 5th DAY OF AUGUST, 2016.

Navigator Schools, a California Nonprofit Public Benefit Corporation

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Caitrin Wright,  
Board Chair  
Navigator Schools, a California Nonprofit Public Benefit Corporation

## **RESOLUTION No. 2017-2**

A RESOLUTION OF THE BOARD OF DIRECTORS of Navigator Schools regarding banking and check signing authority:

WHEREAS, the Board of Directors of Navigator Schools (a California Nonprofit Public Benefit Corporation) has established certain checking and savings accounts with Rabobank; and

WHEREAS, the Corporation desires that Kevin Sved, as its Chief Executive Officer, has all necessary and appropriate authorities to conduct the financial business of the Corporation; and

WHEREAS, the Corporation has in effect a policy on who may sign checks written from its bank accounts;

NOW, THEREFORE BE IT RESOLVED THAT:

Board of Directors of the Navigator Schools hereby authorizes Kevin Sved, the Chief Executive Officer of the Navigator Schools to sign checks on the bank account of the Corporation in amounts up to \$10,000, execute documents prepared by Rabobank to effect the signature authorization, and take other actions necessary to conduct the financial business of the Corporation consistent with adopted policies; and

Board of Directors of Navigator Schools hereby authorizes the following school employees to sign checks on bank accounts in amounts up to \$10,000 and to be secondary signers on checks over \$10,000:

-James Dent, the Chief Academic Officer of Navigator Schools

-Melissa Alatorre, Director of Human Resources

DULY PASSED AND ADOPTED THIS 5th DAY OF August, 2016.

Navigator Schools, a California Nonprofit Public Benefit Corporation

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Caitrin Wright

Board Chair

Navigator Schools, a California Nonprofit Public Benefit Corporation



Date: August 4, 2016

To: Board of Directors

From: Kevin Sved, CEO

Re: Authorization to Use GPS Reserve Funds to Capital Improvements

### **Recommendation**

It is recommended that the Board authorize the CEO to expend up to \$25,000 of Gilroy Prep School's reserve funds for capital improvements that increase student and staff safety.

### **Background**

Routine school observations by the CEO uncovered dangerous conditions of asphalt on the playground and in the parking lot. The conditions include trip hazards and sharp edges that could cause injury. Informal inquiries of summer school staff indicated student injuries resulting from these hazards. The Director of Operations and Facilities is working with the Gilroy Unified School District which owns the property to determine if the District will make the necessary improvements and their related timeline.

If the District is not able to complete the work in a timely basis, it is important that Navigator Schools find another solution to address this safety issue. The proposed solution is for Navigator Schools to contract services directly to complete the asphalt work and then to seek reimbursement of the expenses from the Gilroy Unified School District. The reimbursement can come in the form of reduced oversight site fees or an expense reimbursement based on the vendor invoice.

### **Summary**

Damaged and worn asphalt on the playground and in the parking lot pose serious safety hazards to students, staff, and parents. It is important for Navigator Schools to address these safety hazards. Seeking support from the Gilroy Unified School District to address these needs is underway. Allocating up to \$25,000 of the reserves for staff to initiate the needed work will help ensure that the improvements can be accomplished in a timely fashion.