



Navigator Schools

Board Meeting

Date and Time

Tuesday December 12, 2023 at 6:00 PM PST

Location

Gilroy Prep School

This meeting will be held in compliance with the Brown Act.

Members of the public who wish to access this board meeting online may do so via Zoom at <https://zoom.us/join> or via telephone by calling [\(669\) 900-6833](tel:6699006833) or [\(669\) 444-9171](tel:6694449171).

Meeting ID: 91377283788

Passcode: 273436

Teleconference Locations / Ubicaciones de Teleconferencias

1. Hayward Collegiate Charter School, 166 West Harder Road, Hayward, CA 94544
2. Hollister Prep School, 881 Line Street, Hollister CA 95020
3. Watsonville Prep School, 407 Main Street, Watsonville, CA 95076
4. Gilroy Prep School, 277 I.O.O.F. Ave, Gilroy, CA 95020
5. 1065 Byers Street, Gilroy, CA 95020 (Santa Clara County)
6. 1365 Locust Street, Denver, CO 80220
7. 1 Washington Square, San Jose, CA 95112

Members of the public attending online who wish to comment during the board meeting will use the online “raise hand” tool in Zoom when the chairperson elicits public comments. Members of the public planning to attend by phone are requested to confirm their intent to comment up to one hour prior to the meeting via [e-mail](#).

Individual comments will be limited to three minutes. If an interpreter is needed, comments will be translated into English and the time limit shall be six minutes. At its discretion, the board may limit the total time allotted to public comments and set new time limits for individual comments. The board reserves the right to mute and remove a participant from the meeting if the participant unreasonably disrupts the meeting.

Requests for disability-related modifications or accommodations to participate in this public meeting should be submitted forty-eight hours prior to the meeting via [e-mail](#). All efforts will be made for reasonable accommodations. The agenda and public documents will be modified upon request as required by Section 202 of the Americans with Disabilities Act.

Esta reunión se llevará a cabo de conformidad con la Brown Act.

Los miembros del público que deseen acceder a esta reunión del consejo pueden hacerlo en línea en <https://zoom.us/join> o por teléfono llamando al [\(669\) 900-6833](tel:(669)900-6833) o al [\(669\) 444-9171](tel:(669)444-9171).

Meeting ID: 91377283788

Passcode: 273436

Los comentarios públicos se limitarán a tres minutos. Si se necesita un intérprete, los comentarios se traducirán al inglés y el límite de tiempo será de seis minutos. A su discreción, la mesa directiva puede limitar el tiempo total asignado a los comentarios del público y establecer nuevos límites de tiempo para los comentarios individuales. La mesa directiva se reserva el derecho de expulsar a un participante de la reunión si éste interrumpe injustificadamente la reunión.

Las solicitudes de modificaciones o adaptaciones relacionadas con una discapacidad para participar en esta reunión pública deberán presentarse cuarenta y ocho horas antes de la reunión por [correo electrónico](#). Se hará todo lo posible por realizar adaptaciones razonables. El orden del día y los documentos públicos se modificarán si se solicita, tal y como exige el artículo 202 de la Ley de Estadounidenses con Discapacidades.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			
A. Record Attendance and Guests		Board Chair	1 m
The chairperson will initiate confirmation of attendance via roll call.			
B. Call the Meeting to Order		Board Chair	1 m

	Purpose	Presenter	Time
C. Public Comments		Board Chair	5 m
The board will receive public comments regarding non-agenda items, if any, following expectations and time limits reviewed by the chairperson.			
D. Opening Remarks of the Board Chair		Board Chair	5 m
The chairperson will provide introductory remarks.			
E. Opening Remarks of the CEO & Superintendent		Caprice Young	15 m
Dr. Caprice Young, CEO & Superintendent of Navigator Schools, will provide opening remarks and updates.			
F. Approve Minutes from Previous Regular Board Meeting	Approve Minutes	Board Chair	1 m
Members will vote on the approval of minutes from the board meeting held on October 24, 2023.			
Proposed Motion: Approve the Board Meeting Minutes from October 24, 2023.			
Approve minutes for Board Meeting on October 24, 2023			

II. Consent Agenda 6:28 PM

A. Approval of the Consent Agenda	Vote	Board Chair	5 m
The board will vote on the approval of the consent agenda:			
1. Policy Approvals #111-116: Review and approval of six key policies covering Student Privacy, Human Resources, and Special Education to ensure compliance and alignment with our organization's goals and legal requirements. All presented policies are consistent with Navigator values, practices, and charter requirements, and have been written by the executive staff with relevant expertise and reviewed by the General Counsel.			
2. Canizales Group Contract Approval (Diversity, Equity, Inclusion, Accessibility Consultant): Approval of the selected Diversity, Equity, Inclusion, Accessibility audit consultant to guide and enhance our organization's strategies in fostering a diverse, equitable, inclusive, and accessible work environment, \$65,250.			
3. Navigator and Pinelli Construction Inspection Inc. for Inspector of Record services at Gilroy Prep: Contract Approval: Attached is the agreement between Navigator and			

	Purpose	Presenter	Time
<p>Pinelli Construction Inspection Inc. for Inspector of Record services at Gilroy Prep. Since this is a Prop project, David at AALRR was asked to provide the standard consultant agreement and have attached the Pinelli proposal as Exhibit A. The total amount for Inspector of Records services is \$70,000 and in line with what we have seen on other projects of this size.</p>			

Proposed Motion: Approve the Consent Agenda

III. Request for Approval 6:33 PM

- | | | | | |
|-----------|--|------|---------------|------|
| A. | Approve Hayward Collegiate Material Revision Application | Vote | Neena Goswamy | 15 m |
|-----------|--|------|---------------|------|

Approval and ratification of the submission to the Alameda County Office of Education a material revision of Hayward Collegiate's charter to; 1) increase the grade span from TK-6 to TK-8; 2) approve an annex site to accommodate the upper-grade levels at 1836 "B" Street, Hayward, CA 94541; and, 3) increase the enrollment to 588 to add a second class at each grade level.

- | | | | | |
|-----------|--|------|------------|------|
| B. | Mobile Modular Contracts for Hayward Collegiate and Gilroy Prep School | Vote | Tom Peraic | 10 m |
|-----------|--|------|------------|------|

Consideration and approval of two mobile modular contracts.

1. Gilroy Prep Schools
2. Hayward Collegiate (amendment).

IV. Topical 6:58 PM

- | | | | | |
|-----------|---------------------------|------|---------------|-----|
| A. | Election of Board Officer | Vote | Caprice Young | 3 m |
|-----------|---------------------------|------|---------------|-----|

The board will vote on the election of Tomislav Peraic, General Counsel, as Secretary of the corporation. The role of the Secretary is to maintain official corporate documents and affirm resolutions and actions.

V. Finance 7:01 PM

- | | | | | |
|-----------|---------------------------------|------|--------------------------|------|
| A. | Receipt of 2022-23 Annual Audit | Vote | Noël Russell-Unterburger | 15 m |
|-----------|---------------------------------|------|--------------------------|------|

	Purpose	Presenter	Time
Receipt and approval of the 2022-23 Annual Audit. Noël Russell-Unterburger, Chief Financial and Operating Officer, and the auditor will provide the board with the annual financial audit.			
VI. Committees			7:16 PM
A. Report on Committees: Governance, Finance, Academics, Development	Vote	Caprice Young	10 m
Approval of the membership and purpose of board committees for 2023-24 school year.			
B. Report out from Finance Committee	Discuss	Noël Russell-Unterburger	15 m
Noël Russell-Unterburger, Chief Financial and Operating Officer, will an overview of items discussed in the Finance Committee Meeting regarding budget status, investment policy, and transitions following the conclusion of ESSER.			
C. Report Out on Academic Success Committee	Discuss	James Dent	10 m
James Dent, Chief Academic Officer, will provide an update on committee activities, including its recent meeting on November 27, 2023.			
VII. Closed Session			7:51 PM
A. Announcement and Vote to Enter Closed Session	Discuss	Board Chair	1 m
1. The board chair will announce the reason for the closed session: CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code section 54956.9(d)(2)): Two matters			
2. The board will vote to enter closed session.			
Proposed Motion: Enter Closed Session			
B. Closed Session	Discuss	Board Chair	15 m
C. Return to Open Session	FYI	Board Chair	1 m
The board chair will announce action taken during the closed session.			
VIII. Closing Items			8:08 PM

	Purpose	Presenter	Time
A. Adjourn Meeting	Vote	Board Chair	1 m
Board members will vote on adjournment of the meeting. Votes will be recorded via roll call.			
Proposed Motion: Adjourn			