



# Navigator Schools

## Governance Committee

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### Date and Time

Friday March 2, 2018 at 2:30 PM PST

### Location

650 San Benito Street, Suite 230, Hollister CA 95023

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### Teleconference Locations

- 827 Broadway, Suite 300, Oakland CA 94607
- 2805 Bowers Avenue, Santa Clara CA 95051
- 355 Atlanta Avenue, San Jose CA 95125

### Teleconference Instructions

- Join from PC, Mac, Linux, iOS or Android: <https://navigatorschools.zoom.us/j/748724414>
  - Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 646 876 9923 or +1 669 900 6833 or +1 408 638 0968
  - Meeting ID: 748 724 414
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### Agenda

#### I. Opening Items

Opening Items

**A.** Record Attendance and Guests

**B.** Call the Meeting to Order

**C.** Approve Minutes

See attached document for minutes.

Approve minutes for Governance Committee on October 5, 2017

## **II. Governance**

Governance

**A.** Board Member Cultivation

Board members and staff will report on cultivation efforts for future board members.

**B.** Use BoardOnTrack Tools

We will discuss the use of BOT tools to facilitate Board growth and effectiveness.

**C.** Committee Dashboard Goals

What measurements, criteria, and other information are important to include in the dashboard?

## **III. Closing Items**

**A.** Schedule Next Meeting(s)

**B.** Adjourn Meeting

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Governance Committee on October 5, 2017

APPROVED



## Navigator Schools

### Minutes

#### Governance Committee

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##### **Date and Time**

Thursday October 5, 2017 at 10:30 AM

##### **Location**

Conference Room, Support Office, Navigator Schools, 650 San Benito Street, Suite 230, Hollister, CA 95023

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##### **Teleconference Locations**

- 5858 Horton Street, Suite 451, Emeryville, CA 94608
- 2805 Bowers Avenue, Santa Clara, CA 95051
- 1171 Homestead Road, Santa Clara, CA 95050

##### **Teleconference Instructions**

- Meeting ID: 173 265 188
- Dial by phone: 1 (646) 8760-9923
- Join from PC, Mac, Linux, iOS or Android: <https://navigatorschools.zoom.us/j/173265188>

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##### **Committee Members Present**

Alicia Gallegos Fambrini (remote), Caitrin Wright (remote), Kevin Sved

##### **Committee Members Absent**

JP Anderson

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##### **Guests Present**

Josh Van Dyke, Kirsten Carr, Sean Martin

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## **I. Opening Items**

### **A. Record Attendance and Guests**

We were joined by one guest today (Josh Van Dyke, Hollister Prep School Parent Club).

### **B. Call the Meeting to Order**

Caitrin Wright called a meeting of the Governance Committee of Navigator Schools to order on Thursday Oct 5, 2017 at 10:35 AM.

### **C. Approve Minutes**

Caitrin requested that we create a condensed version of the notes from the August board retreat. The minutes of the prior committee were approved without corrections or additions.

Sean will create a condensed version of the August retreat notes.

## **II. Governance**

### **A. Board Retreat: Review & 2017-18 Goals**

The committee discussed board diagnostic tools and key considerations relating to the cultivation of new board members. Major points included geography and familiarity with the communities we intend to serve.

The committee discussed board priorities. Kevin mentioned expansion, CEO evaluation, and board engagement in the renewal process. Kirsten mentioned recruitment, socio-emotional learning, and continuous improvement. Alicia's three main suggestions were CEO growth, organizational and school growth (including developing a strong staff and culture in addition to school expansion), and monitoring and ensuring we meet our mission.

### **B. Committee Annual Planning**

This item was reordered to appear at end of agenda (last item). Ultimately, this item was deferred to a future meeting.

### **C. Board Member Recruitment**

Committee members discussed progress and challenges related to new board member identification, cultivation, and on-boarding.

Kevin recognized Kirsten's involvement in Rotary. She discussed recent school tours and visitors.

The committee discussed identifying exact needs and areas of strength of new board members.

#### **D. Committee Dashboard Goals**

This item was deferred to a future meeting.

### **III. Closing Items**

#### **A. Schedule Next Meeting(s)**

The committee identified November 7th and 9th as a potential meeting dates.

#### **B. Adjourn Meeting**

Caitrin thanked participants and adjourned the meeting at 11:28. Alicia offered congratulations in honor of our recent SBAC scores.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:28 PM.

Respectfully Submitted,  
Sean Martin