



## Navigator Schools

### Special Board Meeting

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#### **Date and Time**

Thursday July 30, 2020 at 12:00 PM PDT

#### **Location**

Zoom (teleconference)

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This meeting will take place via teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors and employees of Navigator Schools shall meet via the Zoom meeting platform.

Members of the public who wish to access this board meeting may do so online at <https://zoom.us/join> or via telephone by calling Zoom phone numbers: (669) 900-6833 or (646) 876-9923. The meeting ID is: **978 6926 2461**. The meeting password is: **678128**.

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 invited to confirm their intent to comment up to one hour prior to the meeting by calling (831) 217-4894.

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 made twenty-four hours prior to the meeting by calling (831) 217-4894. 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.

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An archive of board meeting agendas and minutes is maintained at the Navigator Schools Support Office, 650 San Benito Street, Suite 230, Hollister CA 95023. Please telephone (831) 217-4894 for more information.

**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>12:00 PM</b>
Opening Items			
<b>A. Record Attendance and Guests</b>		John Flaherty	3 m
The chairperson will take attendance via roll call.			
<b>B. Call the Meeting to Order</b>		John Flaherty	2 m
<b>C. Public Comments</b>		John Flaherty	2 m
The board will receive public comments regarding non-agenda items, if any, following expectations and time limits reviewed by the chairperson.			
<b>II. Topical Items</b>			<b>12:07 PM</b>
<b>A. COVID-19 Update</b>	FYI	Kevin Sved	12 m
K. Sved will provide an update on planning and preparation for the 2020-21 school year, considering the unique implications of the COVID-19 pandemic.			
<b>B. Adoption of a Full Distance Learning Model</b>	Vote	Kevin Sved	13 m
K. Sved will review the latest plan for the adoption of a full distance learning model for the start of the 2020-21 academic year. After discussion, the Board will vote on the approval of this model.			
<b>C. Supplemental On-site Learning Plan</b>	Vote	Kevin Sved	13 m
K. Sved will provide an update on potential plans to provide a safe level of on-site student learning to supplement a full distance learning model. After discussion, the board will vote on the approval of this supplemental model.			
<b>D. Metrics and Process for Changing School Models</b>	Discuss	Kevin Sved	13 m
K. Sved will provide an overview of key metrics (state, county, district, and organizational) that will guide future decisions to change school models. Models include full distance, hybrid, and on-site learning. He will also outline the process by which such decisions will be made, including key steps and board actions.			

	Purpose	Presenter	Time
<b>III. Closing Items</b>			<b>12:58 PM</b>
<b>A. Adjourn Meeting</b>	Vote	John Flaherty	2 m
Board members will vote to adjourn the meeting.			

# Coversheet

## Adoption of a Full Distance Learning Model

<b>Section:</b>	II. Topical Items
<b>Item:</b>	B. Adoption of a Full Distance Learning Model
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Distance Learning Memo.pdf



Date: July 28, 2020

To: Navigator Schools Board of Directors

From: Kevin Sved, CEO

Subject: Recommendation for Distance Learning Only

### **Background**

On July 17, Governor Gavin Newsom announced that if a county has been on the monitoring list within the last 14 days, a school must conduct distance learning only, until the county has been off the monitoring list for at least 14 days. As of today, the California Department of Public Health (CDPH) has San Benito, Santa Clara, and Santa Cruz counties on the monitoring list. CDPH guidance allows elementary schools to request a waiver from the local health officer to open for in-person instruction. To receive a waiver, the superintendent (or equivalent for charter or private schools) must consult with labor, parent, and community organizations prior to submitting a waiver application. The local health officer then reviews the application, along with local community epidemiological data, and consults with CDPH about the request.

Currently, Gilroy Unified and Pajaro Valley Unified are commencing school with distance learning only, with Hollister School District deciding tonight.

Attached are the latest drafts of daily schedules that demonstrate the rigorous distance learning model that will be implemented.

### **Recommended Action**

It is recommended that the Board approve the adoption of a full distance learning model for the start of the 2020-21 school year at Navigator Schools.

		State Distance Learning Requirements for Kinder: 180 Minutes a day (averaged over 10 days)											
		Class 1 30 Students				Class 2 30 Students							
		Group A 8 Students	Group B 7 Students	Group C 8 Students	Group D 7 Students	Group E 8 Students	Group F 7 Students	Group G 8 Students	Group H 7 Students				
7:45	60 min	Staff Prep for 60 minutes either here or at end of day, but not both.											
8:30	10 min	Staff Morning Huddle											
		<b>2 Hr 25 Min Teaching Block</b>											
8:45	25 min	Teacher & SGI Community Meeting & Read Aloud		Teacher & SGI Community Meeting & Read Aloud		Support Person (AR Specialist or PE Coach) Blended Huddle (Set expectations with student checklist)							
		Brain Break	Brain Break	Brain Break	Brain Break	<b>Read Aloud (15 min)</b> <b>Handwriting practice (10 min)</b> <b>Lexia (20 min) (10 units/Week)</b>							
9:10	25 min	Teacher Reading A-Z	SGI Reading Mastery	Teacher & SGI Math Lesson									
		Brain Break	Brain Break	Brain Break	Brain Break								
9:35	25 min	SGI Reading Mastery	Teacher Reading A-Z	Teacher & SGI (11 min each) At Bats Practice									
10:00	15 min	Break				Break (at facilitator's discretion)							
10:15	25 min	Teacher & SGI Math Lesson		Teacher Reading A-Z	SGI Reading Mastery	<b>Zearn Digital Lesson (15 min) (4 lessons/Week)</b> <b>ST Math (30 min) (3%/Week)</b>							
		Brain Break	Brain Break	Brain Break	Brain Break								
10:45	25 min	Teacher & SGI (11 min each) At Bats Practice		SGI Reading Mastery	Teacher Reading A-Z								
11:10	50 min	Lunch											
		<b>2 Hr 25 Min Teaching Block</b>											
12:00	25 min	Support Blended Huddle (Set expectations with student checklist)				Teacher & SGI Community Meeting & Read Aloud		Teacher & SGI Community Meeting & Read Aloud					
		<b>Read Aloud (15 min)</b> <b>Handwriting practice (10 min)</b> <b>Lexia (20 min) (10 units/Week)</b>				Brain Break	Brain Break	Brain Break	Brain Break				
12:25	25 min					Teacher Reading A-Z		SGI Reading Mastery	Teacher & SGI Math Lesson				
						Brain Break	Brain Break	Brain Break	Brain Break				
12:50	25 min	SGI Reading Mastery	Teacher Reading A-Z	Teacher & SGI (11 min each) At Bats Practice									
1:15	15 min	Break (at facilitator's discretion)				Break							
1:30	25 min	<b>Zearn Digital Lesson (15 min) (4 lessons/Week)</b> <b>ST Math (30 min) (3%/Week)</b>				Teacher & SGI Math Lesson		Teacher Reading A-Z	SGI Reading Mastery				
						Brain Break	Brain Break	Brain Break	Brain Break				
1:55	25 min	Teacher & SGI (11 min each) At Bats Practice		SGI Reading Mastery	Teacher Reading A-Z								
2:20	40 min	Teachers, TNTs, Paras, SGIs , SO Staff: Intervention, AR Specialist / PE coaches: Update Daily Tracker (Blended, Classwork, Attendance)											
3:00	30 min	Teachers & SGIs meet to review Daily Tracker Discuss how to respond to tracker data, set work requirements for tomorrow's checklists											
3:30	60 min	Prep Time ... COULD POTENTIALLY MOVE TO BEFORE SCHOOL... Prep Time											
4:30	EOD	End of Day											

		State Distance Learning Requirements for Grades 1-3: 230 minutes day (averaged over 10 days)							
		Monday - Thursday Class 1 30 Students				Monday - Thursday Class 2 30 Students			
		Group A 8 Students	Group B 7 Students	Group C 8 Students	Group D 7 Students	Group E 8 Students	Group F 7 Students	Group G 8 Students	Group H 7 Students
7:45	45 min	Staff Prep for 60 minutes either here or at end of day, but not both.							
8:30	10 min	Staff Morning Huddle							
		<b>2 Hr 25 Min Teaching Block</b>							
8:45	25 min	Teacher & SGI Community Meeting & Read Aloud		Teacher Community Meeting & Read Aloud		Support Person (AR Specialist or PE coach) Blended Huddle (Set expectations with student checklist)			
		Brain Break	Brain Break	Brain Break	Brain Break				
9:10	25 min	Teacher Reading A-Z or Guided Reading		SGI Reading Mastery		Teacher Math Lesson			
		Brain Break		Brain Break		Brain Break			
9:35	25 min	SGI Reading Mastery		Teacher Reading A-Z or Guided Reading		Teacher At Bats Practice			
10:00	15 min	Break				Break (at facilitator's discretion)			
10:15	25 min	Teacher Math Lesson		Teacher Reading A-Z or Guided Reading		SGI Reading Mastery			
		Brain Break	Brain Break	Brain Break	Brain Break				
10:45	25 min	Teacher At Bats Practice		SGI Reading Mastery		Teacher Reading A-Z or Guided Reading			
11:10	50 min	Lunch							
		<b>2 Hr 25 Min Teaching Block</b>							
12:00	25 min	Support Person (AR Specialist or PE coach) Blended Huddle (Set expectations with student checklist)				Teacher & SGI Community Meeting & Read Aloud		Teacher Community Meeting & Read Aloud	
		Brain Break		Brain Break		Brain Break		Brain Break	
12:25	25 min	Read Aloud (15 min) Handwriting practice (10 min) Lexia (20 min) (10 Units/Week) Reflex (20 min) (2 greenlights/Week)				Teacher Reading A-Z or Guided Reading		SGI Reading Mastery	
		Brain Break		Brain Break		Brain Break		Brain Break	
12:50	25 min	SGI Reading Mastery		Teacher Reading A-Z or Guided Reading		Teacher Math Lesson			
1:15	15 min	Break (at facilitator's discretion)				Break			
1:30	25 min	Zearn Digital Lesson (40 min) (4 lessons/Week) ST Math (20 min) (3%/Week)				Teacher Math Lesson		Teacher Reading A-Z or Guided Reading	
		Brain Break		Brain Break		Brain Break		Brain Break	
1:55	25 min	Teacher At Bats Practice		SGI Reading Mastery		Teacher Reading A-Z or Guided Reading			
2:20	40 min	Teachers, TNTs, Paras, SGIs , SO Staff: Intervention, AR Specialist / PE coaches: Update Daily Tracker (Blended, Classwork, Attendance)							
3:00	30 min	Teachers & SGIs meet to review Daily Tracker Discuss how to respond to tracker data, set work requirements for tomorrow's checklists							
3:30	60 min	Prep Time ... COULD POTENTIALLY MOVE TO BEFORE SCHOOL... Prep Time							
4:30	EOD	End of Day							

		State Distance Learning Requirements for Grades 3 - 5: 240 minutes day (averaged over 10 days)			
		Monday - Thursday Class 1 30 Students		Monday - Thursday Class 2 30 students	
60 minute sessions		Group A 15 Students*	Group B 15 Students	Group C 15 Students	Group D 15 Students
	55 min	Staff Prep for 55 minutes either here or at end of day, but not both.			
8:30	15 min	Staff Morning Huddle			
		2 hr 25 min Teaching Block			
8:45	15 min	ELA Teacher Community Meeting	Math Teacher Community Meeting	SGI Blended Huddle (Set expectations with student checklist)	
9:00	60 min	ELA	Math	Independent Silent Reading (Guided Novel) (20 min) Lexia (10 Units/Week ) or Reading Plus (2-3 articles/Week) (20 min)	Supported by SGI Zearn Digital Lesson (40 min) (4 lessons/Week)
		ST Math (20 min) (3%/Week) Blended Check In			
10:00	10 min	Break		Break (at facilitator's discretion)	
10:10	60 min	Math	ELA	Supported by SGI Zearn Digital Lesson (40 min) (4 lessons/Week)	Independent Silent Reading (Guided Novel) (20 min) Lexia (10 Units/Week ) OR Reading Plus (2-3 articles/Week) (20 min)
		Reflex (20 min) (2 greenlights/Week) * Students check out with instructor when work is completed			
11:10	10 min	Break			
		2 hr 25 min Teaching Block			
11:20	15 min	SGI Blended Huddle (Set expectations with student checklist)		ELA Teacher Community Meeting	Math Teacher Community Meeting
11:35	60 min	Independent Silent Reading (Guided Novel) (20 min) Lexia (10 Units/Week ) or Reading Plus (2-3 articles/Week) (20 min)	Supported by SGI Zearn Digital Lesson (40 min) (4 lessons/Week)	ELA	Math
		ST Math (20 min) (3%/Week) Blended Check In			
12:35	50 min	Lunch			
1:25	60 min	Supported by SGI Zearn Digital Lesson (40 min) (4 lessons/Week)	Independent Silent Reading (Guided Novel) (20 min) Lexia (10 Units/Week ) or Reading Plus (2-3 articles/Week) (20 min)	Math	ELA
		Reflex (20 min) (2 greenlights/Week) * Students check out with instructor when work is completed			
2:25	40 min	Intervention: Teachers, TNTs, PE coaches, Paras, AR Specialist, SO Staff Update Daily Tracker (Blended, Classwork, Attendance):SGIs			
3:05	30 min	Teachers & SGIs meet to review Daily Tracker Discuss how to respond to tracker data, set work requirements for tomorrow's checklists			
3:35	55 min	Prep Time ... COULD POTENTIALLY MOVE TO BEFORE SCHOOL... Prep Time			
4:30		End of Day			



		State Distance Learning Requirements for Grades 6 - 8: 240 minutes day (averaged over 10 days)			
		Class 1 30 Students		Class 2 30 students	
60 minute sessions		Group A 15 Students*	Group B 15 Students	Group C 15 Students	Group D 15 Students
	55 min	Staff Prep for 55 minutes either here or at end of day, but not both.			
8:30	15 min	Staff Morning Huddle			
		2 hr 25 min Teaching Block			
8:45	15 min	ELA Teacher Community Meeting	Math Teacher Community Meeting	SGI <b>Blended Huddle</b> (Set expectations with student checklist)	
9:00	60 min	ELA	Math	<b>Independent Work</b> Class Reading 20 Min ALEKS 30 Min Weekly Units: 6th=12 , 7th=13, 8th=14	
				Supported by SGI Eureka Problem Set 30 min ELA Independent Center 20 min	
		NewsELA 20 min (X articles per week) ALEKS check in			
10:00	10 min	Break		Break (at facilitator's discretion)	
10:10	60 min	Math	ELA	Supported by SGI Eureka Problem Set 30 min ELA Independent Center 20 min	
				Independent Work Class Reading 20 Min ALEKS 30 Min Weekly Units: 6th=12 , 7th=13, 8th=14	
		ALEKS Check in		Students Check out with SGI when all work is completed	
		Break			
		2 hr 25 min Teaching Block			
11:20	15 min	SGI <b>Blended Huddle</b> (Set expectations with student checklist)		ELA Teacher Community Meeting	Math Teacher Community Meeting
11:35	60 min	<b>Independent Work</b> Class Reading 20 Min ALEKS 30 Min Weekly Units 6th=12 , 7th=13, 8th=14		ELA	Math
		Supported by SGI Eureka Problem Set 30 min ELA Independent Center 20 min			
		NewsELA 20 min (X articles per week) ALEKS check in			
12:35	50 min	Lunch			
1:25	60 min	Supported by SGI Eureka Problem Set 30 min ELA Independent Center 20 min		Math	ELA
		<b>Independent Work</b> Class Reading 20 Min ALEKS 30 Min Weekly Units: 6th=12 , 7th=13, 8th=14			
		ALEKS Check in			
		Students Check out with SGI when all work is completed			
2:25	40 min	Teachers, TNTs, PE coaches, Paras, AR Specialist, SO Staff: Intervention, SGIs: Update Daily Tracker (Blended, Classwork, Attendance)			
3:05	30 min	Teachers & SGIs meet to review Daily Tracker Discuss how to respond to tracker data, set work requirements for tomorrow's checklists			
3:35	55 min	Prep Time ... COULD POTENTIALLY MOVE TO BEFORE SCHOOL... Prep Time			
4:30	EOD	End of Day			

# Coversheet

## Supplemental On-site Learning Plan

**Section:** II. Topical Items  
**Item:** C. Supplemental On-site Learning Plan  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Supplemental On-Site Memo.pdf



Date: July 28, 2020  
To: Navigator Schools Board of Directors  
From: Kevin Sved, CEO  
Subject: Supplemental On-Site Learning Plan

### **Background**

On July 17, Governor Gavin Newsom announced that if a county has been on the monitoring list within the last 14 days, a school must conduct distance learning only, until the county has been off the monitoring list for at least 14 days.

The following on-site functions will continue on-site during “distance learning only”:

- Food services
- Student device and instructional material distribution
- Clerical, custodial, maintenance, and other administrative functions
- Instructional staff members who individually choosing to provide distance learning services from the school site
- After school and child care programming provided by partner organizations including YMCA and One World ( a private child care provider serving students from Gilroy Prep.)

Personnel will be required to adhere to proper social distancing, face coverings, and related safety measures as outlined in the [2020-21 Operations Manual](#).

With appropriate on-site safety measures, staff would also like to provide the following on-site student services during this period of distance learning:

- Supervised learning centers for students not accessing distance learning from home,
- Intervention support for struggling students,
- Student and family counseling,
- Teacher and student meet and greets, and
- Special education services and student assessments.

Current guidance from State and County public health officials does not specifically address whether these supplemental on-site learning activities require a waiver to operate.

### **Recommended Action**

It is recommended that the Board approve staff to implement on-site student activities listed on this memorandum unless not allowable without a waiver, in which case a waiver will be submitted.

# Coversheet

## Metrics and Process for Changing School Models

**Section:** II. Topical Items  
**Item:** D. Metrics and Process for Changing School Models  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Metrics for Opening On-Site Memo.pdf



Date: July 28, 2020  
To: Navigator Schools Board of Directors  
From: Kevin Sved, CEO  
Subject: Metrics for Opening of On-Site Learning

**Background**

Operating schools in the context of a global pandemic has complex challenges. The current order only allows schools in counties on the state monitoring list to operate with an approved waiver from County Public Health. With each of Navigator’s schools operating in different counties, reopening with local county approval will add complexity. While it is unclear how long a waiver request process will take, it is not feasible to consider having Navigator open for the planned hybrid model or full return before mid-September at the earliest. Therefore, it is recommended that the Board consider reopening metrics at the Board Meeting scheduled for August 25, 2020.

The attached document demonstrates how we may provide varying levels of on-site student services based on student needs and community safety.

**Recommended Action**

It is recommended that the Board consider reopening metrics at the Board Meeting scheduled for August 25, 2020 and provide staff with input as appropriate.

# High Level Navi Re-Entry Plan

Who will be invited into the building when we are able to allow students and staff on campus?

**Level 1:**  
*Students in need of intervention support*

**Level II:**  
*On-site support for distance learning*

**Level III:**  
*Our youngest learners with the least ability to self-direct independently can opt into on campus learning*

**Level IV:**  
*All learners will have the ability to opt-in for “light-touch” on campus learning if they choose*

**Level V:**  
*All learners will have the ability to opt-in for **hybrid on campus** learning if they choose*

\*Note: International school launches that have opened carefully in stages have been most safe:  
[The Daily NYT Podcast: “The Science of School Reopenings”](#)