



Navigator Schools

Governance Committee Meeting

Date and Time

Thursday October 15, 2026 at 9:30 AM PDT

Location:

650 San Benito St., #230, Hollister, CA 95023

Teleconference Locations/Ubicaciones de Teleconferencias:

1. 10326 Roselle Street, San Diego, CA 92121
2. 5357 Federation Court, San Jose, CA 95123
3. 3174 Sycamore Place, Carmel, CA 93923

Members of the public who wish to access this board meeting online may do so here:

[Join Zoom Meeting](#)

[navigatorschools.zoom.us/j/93320...](#)

ID: 93320217458

passcode: 023461

Join by phone

(US) [+1 646-876-9923](#)

passcode: 023461

Join using SIP

93320217458@zoomcrc.com

passcode: 023461

Meeting host: christopher.copus@navigatorschools.org

This meeting will be held in compliance with the Brown Act. Individuals in need of a disability-related accommodation, modification, or auxiliary aid/service, should direct requests to compliance@navigatorschools.org. 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.

Members of the public who wish to provide either general public comment or public comment on a specific agenda item will be asked to sign up on the public comment roster prior to the agenda item being heard. 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 compliance@navigatorschools.org

Individual comments will be limited to two minutes. If an interpreter is needed, comments will be translated into English and the time limit shall be four 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 or does not respect the time limitation.

Los miembros del público que deseen proporcionar comentarios generales o comentarios sobre un punto específico de la agenda deberán registrarse en la lista de comentarios públicos antes de que se considere dicho punto. Se solicita a los miembros del público que planeen asistir por teléfono que confirmen su intención de hacer comentarios hasta una hora antes de la reunión por correo electrónico a compliance@navigatorschools.org.

Los comentarios individuales estarán limitados a dos minutos. Si se necesita un intérprete, los comentarios serán interpretados al inglés y el límite de tiempo será de cuatro minutos. A su discreción, la Junta podrá limitar el tiempo total asignado a los comentarios del público y establecer nuevos límites de tiempo para los comentarios individuales. La Junta se reserva el derecho de silenciar o retirar de la reunión a cualquier participante que interrumpa la reunión de manera irrazonable o no respete el límite de tiempo.

Esta reunión se llevará a cabo de conformidad con la Ley Brown. Las personas que necesiten una adaptación, modificación o ayuda o servicio auxiliar relacionado con una discapacidad deberán enviar su solicitud a compliance@navigatorschools.org. Se harán todos los esfuerzos posibles para proporcionar adaptaciones razonables. La agenda y los documentos públicos se modificarán previa solicitud, según lo requerido por la Sección 202 de la Ley para Estadounidenses con Discapacidades.

For members of the public attending online who wish to provide public comment at the board meeting, please indicate up to one hour prior to the meeting; speakers will be invited to offer comments in the order in which they signed up. You can submit your request [here](#).

Individual comments will be limited to two minutes. If interpreter services are needed, a request must be submitted via [e-mail](#) at least forty-eight hours in advance of the meeting. When interpretation is provided, comments will be translated into English and the time limit shall be four minutes. At its discretion, the committee may limit the total time allotted to public comments and set new time limits for individual comments. The committee reserves the right to mute and remove a participant from the meeting if the participant unreasonably disrupts the meeting or does not respect the time limitation.

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

Los miembros del público que asistan en línea y deseen hacer comentarios durante la reunión de la junta deberán utilizar la herramienta de “levantar la mano” en Zoom cuando el presidente solicite comentarios públicos. Se solicita a los miembros del público que confirmen su intención de comentar hasta una hora antes de la reunión por correo electrónico.

Los comentarios del público se limitarán a dos minutos. Si se requieren servicios de interpretación, deberá enviarse una solicitud por correo electrónico con al menos cuarenta y ocho horas de antelación a la reunión. Cuando se proporcione interpretación, los comentarios se traducirán al inglés y el límite de tiempo será de cuatro 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 silenciar y expulsar a un participante de la reunión si éste interrumpe injustificadamente la reunión o no respeta el límite de tiempo.

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 proporcionar adaptaciones razonables. El orden del día y los documentos públicos se modificarán si se solicita, de conformidad con el artículo 202 de la Ley de Estadounidenses con Discapacidades.

Agenda

	Purpose	Presenter	Time
I. Opening Items			9:30 AM
Opening Items			

	Purpose	Presenter	Time
A. Call the Meeting to Order		Nora Crivello	1 m
Nora Crivello, Committee Chair, will call the meeting to order.			
B. Record Attendance and Guests	Vote	Nora Crivello	1 m
The Committee Chair will identify guests, take attendance via roll-call, and establish a quorum.			
C. Approval of Minutes	Approve Minutes	Nora Crivello	1 m
Approve minutes for Governance Committee Meeting on May 21, 2026			
D. Approval of Minutes	Approve Minutes	Nora Crivello	1 m
Approve minutes for Governance Committee Meeting on June 22, 2026			
E. Opening Comments from Committee Chair		Nora Crivello	3 m
Nora Crivello, Committee Chair, will provide opening comments.			
F. Public Comment		Nora Crivello	3 m
The Committee Chair will listen to public comments.			
II. Topical Items			9:40 AM
A. Governance Committee	Discuss	Nora Crivello	10 m
Clarify the committee's advisory role, delegated authority, and relationship to Finance & Academic committee and the full Board.			
B. HPS Parent Board Representative	Discuss	Nora Crivello	10 m
Discussion selection process, outreach, and timeline for HPS parent representation.			
C. Board Succession	Discuss	Nora Crivello	7 m
Discussion of member terms, officer succession, recruitment needs, and onboarding.			
D. Policies Review	Vote	James Dent	7 m
Identify the specific policies being considered and whether the committee is recommending them to the full Board.			
E. Enrollment, Attendance, and Chronic Absenteeism Data Dashboard Updates	Vote	James Dent	7 m

	Purpose	Presenter	Time
The Governance Committee will consider requiring management to provide monthly enrollment, attendance, and chronic absenteeism data dashboard updates for each school and the organization as a whole, including plans, procedures, and actions being taken to maximize enrollment and attendance, and to minimize chronic absenteeism.			
F.	Governance Work Plan and Next Steps	Discuss	Nora Crivello
	Committee to establish priorities, assignments, and the next meeting's topics.		7 m
III.	Closing Items		10:28 AM
A.	Adjourn Meeting	Vote	Nora Crivello
	The Committee will address any closing matters and adjourn the meeting.		2 m

Coversheet

Approval of Minutes

Section:	I. Opening Items
Item:	C. Approval of Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Governance Committee Meeting on May 21, 2026

APPROVED



Navigator Schools

Minutes

Governance Committee Meeting

Date and Time

Thursday May 21, 2026 at 3:30 PM

Location

Google Meet joining info:

Video call link: <https://meet.google.com/qag-qgwu-khx>

Or dial: (US) +1 219-364-5089 PIN: 331 022 050#

More phone numbers: <https://tel.meet/qag-qgwu-khx?pin=2175843798467>

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

Individuals in need of a disability-related accommodation, modification, or auxiliary aid/service, should direct requests [via e-mail](#) to Ami Ortiz, Director of Compliance & Operations.

Committee Members Present

Nora Crivello (remote), Shara Hegde (remote)

Committee Members Absent

Ian Connell

Guests Present

Caprice Young (remote), Laura Marco (remote), Tom Peraic (remote)

I. Opening Items

A. Call the Meeting to Order

Nora Crivello called a meeting of the Governance Committee of Navigator Schools to order on Thursday May 21, 2026 at 3:30 PM.

Committee Chair, Nora Crivello, called the meeting to order and welcomed attendees.

She acknowledged community concerns regarding the organization's financial situation and recent staffing reductions and noted that finance-related matters would be discussed at the upcoming Finance Committee meeting on May 28, 2026.

B. Record Attendance and Guests

Nora Crivello made a motion to Amend the Agenda by removing: Item G. Articles of Incorporation Amendment, Item H. Smartphone Use Policy, and Item I. Volunteer Policy Revision. The purpose of the amendment was to allow additional time for public comment.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Ian Connell Absent

Nora Crivello Aye

Shara Hegde Aye

C. Approve Minutes from Previous Meeting

Motion to approve the minutes from Governance Committee Meeting on 04-30-26.

The agenda included consideration of the April 30, 2026 Governance Committee meeting minutes. No motion or vote approving those minutes was recorded during the meeting.

The item was not acted upon.

The motion did not carry.

D. Opening Comments from Committee Chair

Comments were incorporated into the Chair's opening remarks, including acknowledgment of public concerns and explanation of committee jurisdiction.

E. Opening Comments from CEO & Superintendent

Dr. Caprice Young, CEO and Superintendent, waived her opening comments in order to allow more time for public comment.

F. Public Comment

The committee received public comment from staff, parents, school leaders, and community members. Major topics included:

- Organizational governance and accountability
- Financial transparency
- Staffing reductions
- Expansion initiatives
- Consultant expenditures
- Board oversight responsibilities
- Class size concerns
- Student support and special education services

A letter representing approximately 185 staff members was read into the record by staff representatives. The letter expressed concerns regarding governance, financial management, organizational expansion, consultant spending, leadership structure, and board oversight. The letter also included recommendations for organizational safeguards and increased accountability.

II. Governance

A. Re-Election of Board Members

Nora Crivello made a motion to to recommend the Governance Committee's approval of the re-election of Anthony DiVittorio, Jan Mazyck, and Nora Crivello to the Board of Directors for ultimate approval by the full Board. Claire Grissom was removed from consideration due to a planned sabbatical.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Nora Crivello Aye

Ian Connell Absent

Shara Hegde Aye

B. Consideration of New Board Members

Nora Crivello made a motion to recommend the Governance Committee's approval of Kari Yeater, Alice Flores, and Cory Vastola for election to the Board of Directors, for ultimate approval by the full Board.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Ian Connell Absent

Shara Hegde Aye

Nora Crivello Aye

C. Election of Officers for 2026-27

Nora Crivello made a motion to to recommend Governance Committee approval of the proposed officer slate for ultimate approval by the full Board.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Ian Connell Absent

Shara Hegde Aye

Nora Crivello Aye

D. Appointment of Committee Members for 2026-27

Nora Crivello made a motion to to recommend Governance Committee approval of the 2026–27 committee assignments for ultimate approval by the full Board.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Nora Crivello Aye

Ian Connell Absent

Shara Hegde Aye

E. Board and Committee Meeting Schedule for 2026-27

Shara Hegde made a motion to to recommend Governance Committee approval of the 2026–27 board and committee meeting schedule for ultimate approval by the full Board.

Nora Crivello seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Nora Crivello Aye

Ian Connell Absent

Shara Hegde Aye

F. Board Member Agreement 2026-27

Nora Crivello made a motion to to recommend Governance Committee approval of the 2026–27 Board Member Agreement for ultimate approval by the full Board.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Ian Connell Absent

Shara Hegde Aye

Nora Crivello Aye

G. Articles of Incorporation - Amendment

Removed from the agenda by approved agenda amendment.

H.

Limitation of Smartphone Use Policy

Removed from the agenda by approved agenda amendment.

I. Revision to Volunteer Policy

Removed from the agenda by approved agenda amendment.

III. Consideration of Contracts

A. CSGF Grant Agreement - CSGF Loan Agreement

Nora Crivello made a motion to recommend approval of the Charter School Growth Fund Grant Agreement and Loan Agreement and authorize the CEO to execute the agreements pending modifications to ensure the financial metrics are consistent with the organization's financial projections.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Ian Connell Absent

Nora Crivello Aye

Shara Hegde Aye

B. East West Bank Line of Credit

Nora Crivello made a motion to to approve renewal of the East West Bank line of credit and authorize the CEO & Superintendent or designee to take all necessary steps to effectuate the renewal and any future increase as needed.

Shara Hegde seconded the motion.

The committee **VOTED** to approve the motion.

Roll Call

Nora Crivello Aye

Shara Hegde Aye

Ian Connell Absent

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:53 PM.

Respectfully Submitted,
Nora Crivello

Documents used during the meeting

- Kari Yeater - Bio (05.21.26).pdf
- Alice Flores - Bio (05.21.26).pdf
- Cory Vastola - Bio (05.21.26).pdf
- Committee Members 2026-27 (05.21.26).pdf
- Board and Committee Meeting Calendar (05.21.26).pdf
- Board Member Agreement 2026-27 (05.21.26).pdf
- CSGF Grant Agreement (05.21.26).pdf
- CSGF Loan Agreement (05.21.26).pdf

Coversheet

Approval of Minutes

Section:	I. Opening Items
Item:	D. Approval of Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Governance Committee Meeting on June 22, 2026

APPROVED



Navigator Schools

Minutes

Governance Committee Meeting

Date and Time

Monday June 22, 2026 at 1:00 PM

Location

Join the Meeting

- **Zoom Link:** [Join Governance Committee Meeting](#)
- **Meeting ID:** 924 8656 1506
- **Passcode:** 748522

Dial-In Options

- +1 309 205 3325 (US)
- +1 312 626 6799 (US – Chicago)

One-Tap Mobile:

- +13092053325,,92486561506#,,, *748522#
- +13126266799,,92486561506#,,, *748522#

Additional Access

- **SIP:** 92486561506@zoomcrc.com
- **Full Instructions:** [View Meeting Instructions](#)

This meeting will be held in compliance with modified Brown Act requirements.

Individuals in need of a disability-related accommodation, modification, or auxiliary aid/service, should direct requests [via e-mail](#) to Laura Marco.

Teleconference Locations / Ubicaciones de Teleconferencias

1. Gilroy Prep School, 277 I.O.O.F. Ave, Gilroy, CA 95020 (Santa Clara County)
2. Hayward Collegiate Charter School, 166 West Harder Road, Hayward, CA 94544
3. Hollister Prep School, 881 Line Street, Hollister CA 95020
4. Watsonville Prep School, 407 Main Street, Watsonville, CA 95076
5. 5357 Federation Court, San Jose, CA 95123 (Santa Clara County)
6. 83 Great Oaks Blvd., San Jose, CA 95119 (Santa Clara County)
7. 326 Sierra Trace, Coralville, IA 52241

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nuevos límites de tiempo para los comentarios individuales. La mesa directiva se reserva el derecho de silenciar y expulsar a un participante de la reunión si éste interrumpe injustificadamente la reunión o no respeta el límite de tiempo.

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Committee Members Present

Ian Connell (remote), Nora Crivello (remote), Shara Hegde (remote)

Committee Members Absent

None

Guests Present

Caprice Young (remote), Kirsten Carr (remote), Laura Marco (remote), Nick Miller (remote), Tom Peraic (remote)

I. Opening Items

A. Call the Meeting to Order

Nora Crivello called a meeting of the Governance Committee of Navigator Schools to order on Monday Jun 22, 2026 at 1:04 PM.

B. Record Attendance and Guests

C. Opening Comments from Committee Chair

Nora Crivello, Committee Chair, welcomed attendees and opened the meeting.

D. Public Comment

No public comments were presented.

II. Topical Items

A. Orange County Prep Update

Committee members received an update regarding enrollment projections, operational readiness, and financial planning for Orange County Prep. Discussion focused on current enrollment activity, outreach efforts, projected enrollment scenarios, and the implications of opening the school with lower-than-anticipated enrollment. The committee also

discussed grant obligations and the organization's commitment to expanding enrollment opportunities.

No action was taken.

B. Enrollment, Attendance, and Chronic Absenteeism Data Dashboard Updates

Nora Crivello made a motion to Approve monthly enrollment, attendance, and chronic absenteeism dashboard updates for each school and the organization as a whole, including actions being taken to maximize enrollment and attendance and reduce chronic absenteeism.

Shara Hegde seconded the motion.

The committee **VOTED** unanimously to approve the motion.

Roll Call

Ian Connell Aye

Shara Hegde Aye

Nora Crivello Aye

C. Amendment to Legal Services Agreements

Nora Crivello made a motion to approve the amendment to the legal services agreement.

Ian Connell seconded the motion.

The committee **VOTED** unanimously to approve the motion.

Roll Call

Ian Connell Aye

Nora Crivello Aye

Shara Hegde Aye

III. Closing Items

A. Scheduling of Next Meeting

Committee members discussed scheduling the next Governance Committee meeting. Staff will distribute finalized meeting details.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:10 PM.

Respectfully Submitted,

Nora Crivello

Documents used during the meeting

- 2026.06.22 FY26-27 Scenario Planning Presentation.pptx
- Monday Governance Committee Meeting Request Ticket Number_ 29494 (06.22.26).pdf
- Chronic AB 25-26 (06.22.26).pdf
- ADA 25-26 (06.22.26).pdf
- Enrollment and Recruitment - Repaired (06.22.26).pdf
- Enrollment and Recruitment (06.22.26).xlsx
- Amended LSA - Navigator (07.01.26).pdf

Coversheet

Policies Review

Section: II. Topical Items
Item: D. Policies Review
Purpose: Vote

Submitted by:

Related Material:

OCDE - EFT Revised BR_2026-2.pdf
Water Consumption Policy (10.15.26).pdf
Revised Board Policy 136 (Grading, Promotion, Placement, Retention).pdf
EPA Resolution (10.15.26).pdf
FY26-GPS-EPA_Final_Expenditures.xlsx
FY26-HPS-EPA_Final_Expenditures.xlsx
FY26-WPS-EPA_Final_Expenditures.xlsx
FY26-HCC_-EPA_Final_Expenditures.xlsx

SAMPLE RESOLUTION FOR THE ORANGE COUNTY DEPARTMENT OF EDUCATION TO ISSUE FUNDS TO CHARTER SCHOOL

WHEREAS, the _____ Charter School has been authorized by _____ as a charter school; and

WHEREAS, _____ is operated as, or operated by _____ a California nonprofit corporation; and

WHEREAS, _____ Charter School has requested and has been approved to be funded under the New Charter School Funding Model and to receive funding; and

WHEREAS, the charter school is not required to deposit and invest its money with the County Treasurer; and

WHEREAS, the County Treasurer shall pay out monies as requested by the Charter school and the Orange County Department of Education.

THEREFORE, BE IT RESOLVED that the Governing Board of the _____ Charter School authorizes the Orange County Department of Education, in the form of a deputized signature, to issue funds in favor of the Charter School referred to herein, for all public funds received in the Orange County Treasury for the Charter School. The funds will be distributed when OCDE receives public funds with documentation indicating the Charter School as the recipient. These public funds include, but are not limited to, charter school Local Control Funding Formula (LCFF) state aid, other state and federal categorical aid, and lottery funds.

BE IT FURTHER RESOLVED, that the _____ Charter School has requested that all public funds received in the Orange County Treasury be issued using the Electronic Funds Transfer (EFT) payment method to the following charter school bank account:

Financial Institution: _____
 Address: _____

 Routing Number: _____
 Account Number: _____
 Account Type: _____

BE IT FURTHER RESOLVED, only the following individuals employed by the charter school are authorized to request withdrawals from the county treasury to the above mentioned charter school bank account:

Name	Signature	Position	Phone Number	E-Mail Address

PASSED AND ADOPTED this ____ day of _____ 20____, by the Governing Board of the _____ Charter School, by the following vote:

Ayes: _____

Noes: _____

Absent: _____

CERTIFICATION

I, _____, certify that the Governing Board of the _____ Charter School took action at a board meeting on (date) _____ to authorize the Orange County Department of Education to distribute funds to the Charter School, for all public funds received in the Orange County Treasury for the Charter School, according to the terms set forth in the authorization above.

I also certify that the voided check attached to this board resolution is a true payment instrument for the school's account at the institution listed above. If no check is attached, then a bank letter verifying the wiring instructions shall be required.

Signature, Board President

Date

Printed Name

Signature, Secretary of the Board

Date

Printed Name

ACKNOWLEDGEMENT OF RECEIPT BY:

Signature, Charter School Authorizing LEA

Date

Printed Name

Water Consumption/Water Bottle Policy

The Navigator Board of Directors recognizes the importance of water consumption and encourages increased consumption of water throughout the day. Staff members should be particularly sensitive to student needs for water during periods of hot weather. Students shall be encouraged to carry water bottles during the school day using the water bottle policy shown below. Teachers may need to call for extra water breaks too. Even during periods of moderate temperature, staff members should remind students of the value of consuming water. In addition, water should be available during mealtimes at no cost, through low-contact water sources.

When students bring water bottles for use during school:

1. Water bottles must be clear and have secure caps;
2. Students may not share water bottles;
3. Empty bottles should, on a regular basis, be recycled (if appropriate), discarded, or taken home for sanitized reuse;
4. Students misusing water bottles will be subject to disciplinary actions;
5. Teachers have discretion in determining classroom use;
6. Water bottles may not be used in a computer lab, a science lab, or a library; and
7. Water bottles may not be re-filled during classroom instruction, unless directed by the supervising teacher.

Student Grading/Promotion/Placement/Retention Policy

Policy Statement

This Grading, Promotion, Placement, Retention Policy for Navigator Schools ensures that grades are based on defined criteria and accurately reflect students' mastery of content knowledge and skills, and that grading, promotion, placement, and retention decisions are made consistently, documented appropriately, and communicated to parents/guardians in a timely manner. This policy is intended to act as a guide for grading, reporting, grade-level placement, promotion, and retention practices for use at Navigator Schools.

Procedures

Navigator Schools' gradebooks will be set up on quarterly grading terms. Report cards will include grades and attendance. Teachers and school leaders will use multiple sources of student information when making grading, promotion, grade-level placement, and retention decisions.

Grading Scales

Elementary TK-5	Standards Based
Standards-based academic marks: 4= Standard Exceeded 3= Standard Met 2= Standard Nearly Met 1= Standard not Met NA = Not Applicable Citizenship marks: O = Outstanding S = Satisfactory NI = Needs Improvement	Standards based academic marks: • Based on learning goals and performance standards. • Standards are proficiency-based. Citizenship marks: • Based on student behaviors and participation in class

Secondary 6-8	Traditional Grading System
Leveled academics marks: A = Superior - 100%-90% B = Above Average - 89%-80% C = Satisfactory - 79%-70% D = Below Average - 69%-60% F = Failure - 59% and below Citizenship marks: O = Outstanding S = Satisfactory NI = Needs Improvement	Standards based academic marks: - Based on assignment methods (e.g., quizzes, tests, homework, projects). - One grade/entry is given per assignment. Citizenship marks: - Based on student behaviors and participation in class

Missing Assignments and Assessments

Any assignments/assessments documented as incomplete or missing will be marked as “missing” in the gradebook and students will be provided an opportunity to make up incomplete assignments and assessments.

Makeup time will be used as necessary. Communication of missing assignments will occur between teacher, students, and parents. Timelines will be established and met.

Monitoring Grading Practices

Navigator Schools grading practices will be monitored utilizing the following methods:

- Infinite Campus Gradebook Audits
- Staff Leadership Meetings
- Student Grade Checks/Failures

Grading Practice Communication Plan

Navigator Schools will implement the following strategies to communicate grading practices to stakeholders:

- Students will be informed of grading practices during the first two weeks of school as teachers teach their expectations and class rules.
- Parents will be informed of grading practices during parent conferences and in the student family handbook.
- The community will be informed of grading practices through the school website and handbook.
- Teachers will be informed of grading practices during professional development and planning/coaching meetings.

Parent/Guardian Notification of Grading and Academic Progress

Navigator Schools will communicate student academic progress to parents/guardians through regular and timely methods, including Infinite Campus, report cards, parent conferences, and direct teacher or school communication, as appropriate. The following procedures apply:

- Quarterly report cards will communicate academic grades/marks and attendance.
- When it becomes evident that a student is in danger of failing a course, not meeting grade-level standards, or otherwise experiencing significant academic difficulty, the teacher or designee will notify the parent/guardian promptly and document the communication.
- Communications regarding significant academic concerns will identify the concern, available data, current supports or interventions, and opportunities for the parent/guardian to confer with school staff.
- When a grading decision is corrected because of a clerical or data-entry error, the school will update the student record and notify the parent/guardian when the correction materially changes the student's reported performance.
- Notices, reports, and conferences concerning significant grading, grade-level placement, promotion, or retention decisions will be provided with translation or interpretation as required by applicable law and Navigator language-access procedures.
- A parent/guardian's refusal or failure to attend a conference or respond to written academic notice will not stop the school from assigning an appropriate grade or continuing the academic-support, promotion, or retention process after reasonable communication efforts are documented.

Promotion and Grade-Level Placement

Navigator expects students to progress through each grade level within one school year. Promotion and grade-level placement decisions will be based on multiple measures and the student's individual circumstances. No single assessment score or grade will be used as the sole basis for a promotion, placement, or retention decision.

Relevant information may include:

- Classroom performance, report card grades/marks, and mastery of grade-level standards;
- Local benchmark, diagnostic, and progress-monitoring assessments, and state assessment results when available and appropriate;
- Completion and quality of assigned work;
- Progress after targeted intervention and support;
- Attendance, engagement, and access to instruction when relevant to interpreting academic performance;
- Teacher and educational team input; and
- Other relevant information, including the student's IEP, Section 504 Plan, English learner needs, or other documented circumstances that may affect access to instruction or demonstration of learning.

For a newly enrolled or transferring student, grade-level placement will ordinarily be based on the student's prior grade placement, age, available school records, and other relevant academic information. If Navigator proposes a grade-level placement different from the student's prior placement, the parent/guardian will be notified in writing and provided an opportunity to confer with the Site Leader or designee before the decision is finalized, when practicable.

Retention: Identification, Intervention, and Decision Process

Retention will be considered only after review of the student's academic performance and the supports provided. Retention is not an automatic consequence of a particular grade, assessment score, attendance pattern, disability, or English learner status. Navigator's process is as follows:

- 1. Early Identification and Written Notice.** Teachers and school teams will identify students who may be at risk of retention as early as practicable. Ordinarily, when a student is identified as at risk of retention, the school will provide written notice to the parent/guardian no later than the end of the second grading period unless the concern first becomes apparent later in the school year. If the concern arises later, notice will be provided promptly.
- 2. Parent/Guardian Consultation.** The notice will explain the basis for the concern and will offer the parent/guardian an opportunity to meet with the teacher(s), Site Leader or designee, and other appropriate staff. The school will make reasonable efforts to schedule the consultation within 10 school days of the notice.
- 3. Intervention and Progress Monitoring.** The school will identify and implement appropriate academic interventions and supports through Navigator's MTSS or other student-support process. The intervention plan and relevant progress-monitoring data will be documented. Families will receive updates regarding the student's progress during the intervention period.
- 4. Review of Multiple Measures.** Before recommending retention, the school team will review multiple measures of student performance, the student's response to intervention, the quality and consistency of access to instruction, and other relevant individual circumstances.
- 5. Preliminary Recommendation and Family Meeting.** If retention remains under consideration, the school will provide the parent/guardian with written notice of the preliminary recommendation and offer a conference before the final decision. The notice will summarize the data considered, interventions provided, and the proposed promotion, placement, or retention decision.
- 6. Final Decision and Written Notification.** The Site Leader or designee will make the final promotion or retention decision after considering the student data, staff recommendation, and parent/guardian input. The final determination will be provided to the parent/guardian in writing, generally within five school days after the final conference and before the end of the school year when the decision concerns placement for the following school year. The written determination will state the decision, the principal reasons for it, and the appeal process.
- 7. Student Record.** Documentation of the at-risk notice, interventions, family communications, data reviewed, and final decision will be maintained in the student's educational record in accordance with Navigator's student records practices.

Appeal of Promotion, Grade-Level Placement, or Retention Decision

A parent/guardian who disagrees with a final promotion, grade-level placement, or retention decision may submit a written appeal to the Chief Executive Officer or designee within 10 school days after receiving the written decision. The appeal should state the reasons the parent/guardian believes the decision should be changed and may include additional information for consideration.

The Chief Executive Officer or designee will review the student record and the information considered by the school, may confer with the parent/guardian and relevant staff, and will provide a written

determination within 10 school days of receiving the appeal when practicable. The determination of the Chief Executive Officer or designee is final under this policy.

Students with IEPs or Section 504 Plans

Promotion and retention standards apply to students with disabilities; however, decisions must account for the student's individual disability-related needs and access to appropriate supports. If retention is being considered for a student with an IEP, Navigator will involve the IEP team as required to review the student's progress, implementation of the IEP, accommodations/modifications, services, and whether additional or different supports are needed. For a student with a Section 504 Plan, the Section 504 team will be consulted as appropriate. Any change to a student's special education placement, services, or Section 504 accommodations will be made through the applicable IEP or Section 504 process, not through the grade-retention process alone.

RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT

WHEREAS, the voters approved Proposition 30 on November 6, 2012 and extended it via Proposition 55 on November 8, 2016;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the Navigator Schools' Board of Directors shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution; and,

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the Navigator Schools' Board of Directors; and

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the Navigator Schools' Board of Directors has determined to spend the monies received from the Education Protection Act as attached.

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

FY26-GPS-EPA_Final_Expenditures.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

FY26-HPS-EPA_Final_Expenditures.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

FY26-WPS-EPA_Final_Expenditures.xlsx

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FY26-HCC_-EPA_Final_Expenditures.xlsx