



Date: 04/20/20

To: Navigator Schools Board of Directors

From: Benjamin Moeller, Director of ITOM

Subject: COVID-19 Update

In these extraordinary times, it takes extraordinary people to support an organization and community to keep moving forward in education and life. I am so proud of the efforts, dedication, and support every ITOM and Office team member have put forth in the last few weeks during this new season our world is in.

Thank you to the Directors and Chiefs for their support and trust. Thank you to David Lebarre, Alex Mijares, and Javier Medina for leading and supporting ITOM alongside me through these uncertain and unnerving times. Thank you to all ITOM and Office team members for their daily commitment to our staff, students, and community.

Overall Update and Next Steps

ITOM has been working diligently on keeping our campuses safe and clean, while providing meals to our families, packets to our families, and IT support to our staff and students. As we go from stabilizing the new processes and procedures in this season, ITOM begins to look into the summer and next school year. May could provide an opportunity to begin summer cleaning and maintenance and time to plan possible scenarios for Summer School.

Operations & Maintenance Update and Next Steps

The operations and maintenance team have been wonderful keeping our sites sanitized and providing meals to our families. Between GPS and WPS we are now serving over 450 boxed meals. These boxed meals include 5 days of breakfast and 5 days of lunch. Our HPS families are served meals through Hollister School District. Our next steps for the Operations team is begin looking into summer cleaning and maintenance for the month of May. We will also be looking into providing meals for our families in the summer as well.

Office Update and Next Steps

The school offices have been printing out packets every week and providing those packets to our families every week curb side. Also, we just had our lottery for next school year, so our office staff are calling families to begin the acceptance and registration process for next school year. Our office staff are planning to be begin preparing for the summer and next school year in May.

Information Technology Update and Next Steps

The IT team have sanitized all technology. The IT team, with support, checked out over 1200 devices across all 3 schools to students for distance learning. Also, over 60 hotspots have been given out to families in need of WiFi at home. IT Team is updating technology support procedures to provide better support for distance learning. The IT team is looking to the month of May to begin summer IT maintenance.