



Date: June 10, 2021

To: Board of Directors

From: Kevin Sved, CEO

Subject: Establishing the Advisory Development Committee

Strengthening Navigator's development capacity is essential to sustain current operations; enhance programming to better serve our students, families, and communities; and expand to serve a greater number of students and families. Creating structures for board engagement and expanding the volunteer effort can play instrumental roles in a successful long-range development plan. The Governance Committee proposes establishing the Advisory Development Committee to support development efforts. The proposed description of the Advisory Development Committee and a proposed resolution to establish this committee in accordance with Navigator's Bylaws are attached.

Development Committee

General Purpose

The Development Committee is commissioned by and responsible to the board of trustees to assume the primary responsibility for raising non-grant funds to support the organization's mission. This committee ensures that the organization has sufficient funding to support the growth and expansion of the organization is critical to long term sustainability.

Appointments and Composition

Appointments of the chair and members of the Development Committee shall be made annually by the chair of the board with the advice and consent of the board in accordance with the bylaws.

The chair of this committee shall be a member of the Board of Trustees.

Members of this committee shall be members of the board of trustees, subject to the conditions stated in the bylaws. Additional committee members may be appointed and need not be members of the Board of Trustees.

Responsibilities

The Development Committee has the following primary functions within the organization:

- Develop annual and multi-year fundraising plans that will generate the funds needed to meet the non-public and non-grant fundraising goal.
- Coordinate the implementation of the fundraising plan with fundraising efforts by senior staff, parents, and other volunteers.
- Develop the necessary sub-committee systems to successfully carry out the fundraising events and activities that are part of the annual fundraising plan; supervise the functions of the sub-committees.
- Develop a plan for involving all board members in the non-grant resource development activities of the organization.
- Arrange for board training on development issues, as needed.
- Create specific, measurable, board-level goals for the year as part of the full board planning process.
- Report to the board of trustees at its regular meetings in a manner determined by the board.
- Annually evaluate its work as a committee and the objectives it has committed itself to, and report on the same to the board of trustees

BOARD RESOLUTION 2021-10

June 14, 2021

ESTABLISHMENT OF AN ADVISORY DEVELOPMENT COMMITTEE

A RESOLUTION OF THE BOARD OF DIRECTORS of Navigator Schools regarding the establishment of the Advisory Development Committee:

WHEREAS, according to Section 23 of its bylaws, the Navigator Schools Board of Directors may create one or more advisory committees composed of directors and non-directors,

WHEREAS, it is the intent of the Board to encourage the involvement of faculty, staff, parents, students, and administrators through attending and participating in open committee meetings,

WHEREAS it is the intent of the Board to increase the development of ethical, informed, effective, timely, and sustained financial support for Navigator Schools to achieve its mission,

WHEREAS the Governance Committee discussed and recommended the establishment of an Advisory Development Committee according to its bylaws,

RESOLVED, that the Navigator Schools Board of Directors establishes the Advisory Development Committee.

This resolution shall take effect immediately upon its adoption.

This resolution was PASSED AND ADOPTED by the Board of Directors of Navigator Schools at its regular meeting held on June 14, 2021 via teleconference per COVID-19 regulations.

The Secretary of the Corporation certifies the resolution was adopted at the dated meeting of the board of directors.

Signature of Secretary

Date

Nora Crivello
Board Secretary
Navigator Schools, a California Nonprofit Public Benefit Corporation