

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

### Guests Present

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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