



## Navigator Schools

### Minutes

#### Governance Committee

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##### **Date and Time**

Thursday May 3, 2018 at 9:00 AM

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##### Teleconference locations:

- 827 Broadway, Suite 300 Oakland, CA 94607
- 1827 Clifford Street, Santa Clara, CA 95050

##### Teleconference (Zoom) instructions:

- Join from PC, Mac, Linux, iOS or Android: <https://navigatorschools.zoom.us/j/742331808>
- Telephone: +1 408 638 0968 or +1 646 876 9923 or +1 669 900 6833
- Meeting ID: 742 331 808

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##### **Committee Members Present**

Alicia Gallegos Fambrini (remote), Caitrin Wright (remote), JP Anderson (remote)

##### **Committee Members Absent**

*None*

##### **Guests Present**

Kevin Sved (remote), Sean Martin

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#### **I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

Sean Martin called a meeting of the Governance Committee of Navigator Schools to order on Thursday May 3, 2018 at 9:04 AM.

**C. Approve Minutes**

Alicia Gallegos Fambrini made a motion to approve minutes from the Governance Committee on 04-10-18 Governance Committee on 04-10-18.

JP Anderson seconded the motion.

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

**II. Topical Items**

**A. Board On Track Presentation**

Caitrin demonstrated BOT tools. She solicited input from members regarding documents and BOT resources. Suggestions included creating a folder for board-approved policies, incorporating up-to-date school performance and demographic data, adding the text of the Brown Act, and including a copy of the mission in the system. Alicia wondered if there was a way to establish a message board to post questions and answers between members and staff and whether or not such a system would be compliant with the Brown Act.

**B. Terms Update**

The committee discussed the terms of Nora, JP, and Alicia. The committee recommended that these members' terms be renewed.

**C. On-Boarding Process for New Board Members**

Kevin presented the proposed on-boarding process for new board members. He solicited feedback. Suggestions included providing demographic information about the students served by NS, more information about what makes NS unique, and the awards NS has received.

**D. 2018-19 Board Calendar**

The committee discussed the proposed calendar and was in agreement with its structure.

**III. Closing Items**

**A. Schedule Upcoming Meeting(s)**

The next meeting will be take place on June 5th at 10:30 am.

**B.**

### **Adjourn Meeting**

Alicia Gallegos Fambrini made a motion to adjourn the meeting.

JP Anderson seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:01 AM.

Respectfully Submitted,

Kevin Sved

Alicia Gallegos Fambrini made a motion to adjourn the meeting.

JP Anderson seconded the motion.

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