

APPROVED



## Navigator Schools

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday December 11, 2018 at 6:00 PM

**Location**

Gilroy Prep School, Gilroy, CA

**Teleconference Locations**

- Gilroy Prep School, 277 IOOF Avenue, Gilroy, CA 95020
- Hollister Prep School, 881 Line Street, Hollister, CA 95023

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**Directors Present**

Alicia Gallegos Fambrini, Caitrin Wright, JP Anderson, John Flaherty, John Glover, Joyce Montgomery (remote), Nora Crivello

**Directors Absent**

Fiaau Ohmann

**Guests Present**

Andrew Bray, Carolyn Choi, Jennifer Afdahl Rice, Kevin Sved, Sean Martin

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**I. Opening Items****A. Record Attendance and Guests****B.**

**Call the Meeting to Order**

Caitrin Wright called a meeting of the board of directors of Navigator Schools to order on Tuesday Dec 11, 2018 at 6:06 PM.

**C. Public Comment on Items not Covered on the Regular Agenda**

There were no public comments.

**D. Approve Minutes from the October 2, 2018 Board Meeting**

John Glover made a motion to approve minutes from the Board Meeting on 10-02-18 Board Meeting on 10-02-18.

John Flaherty seconded the motion.

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

**Roll Call**

John Flaherty	Aye
Joyce Montgomery	Aye
Nora Crivello	Aye
Caitrin Wright	Aye
Alicia Gallegos Fambrini	Abstain
Fiaau Ohmann	Absent
John Glover	Aye
JP Anderson	Aye

**E. CEO Update**

K. Sved thanked B. Moeller for reconfiguring the meeting space. He introduced V. Paredes-Colonia, a prospective board member. K. Sved reviewed the recent CDE staff recommendation for approval for WPS, potential challenges to opening School 4, the importance of an NS Board retreat, demand for NS dissemination efforts, and the importance of effectively transferring staff to Watsonville Prep School (WPS) from existing sites.

**II. Consent Agenda**

**A. SELPA Documents and 2018-19 Education Protection Act Expenditures**

Alicia Gallegos Fambrini made a motion to approve to consent agenda.

John Glover seconded the motion.

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

**Roll Call**

JP Anderson	Aye
Caitrin Wright	Aye
Nora Crivello	Aye
John Flaherty	Aye
John Glover	Aye

**Roll Call**

Fiaau Ohmann Absent  
 Alicia Gallegos Fambrini Aye

**III. Topical Items**

**A. WPS Update**

Members suggested strategies for presenting the WPS charter appeal to the California State Board of Education. They asked questions about presentation strategies and levels of preparation in key domains. They discussed potential challenges related to the opening of WPS and how to plan for and meet the challenges. K. Carr reviewed a chronology of the petition process, preparation for next steps in the process, and sources, forms, and levels of support. All NS Board members asked clarifying questions. K. Sved led a practice presentation that contained slides and speeches to be featured at the state meeting.

K. Sved provided an update on WPS facilities. He introduced Elizabeth Sanborn and offered a summary of the consultant's role, skills, experience, and background. Board members discussed potential strategies for increased involvement in facilities development. J. Glover volunteered to provide additional consultation on facilities upon request. J. Montgomery also mentioned her willingness to answer staff questions.

**B. Vote to Approve Consulting Services Agreement: Elizabeth Sanborn**

Alicia Gallegos Fambrini made a motion to approve services agreement with Elizabeth Sanborn.

Nora Crivello seconded the motion.

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

**Roll Call**

Nora Crivello Aye  
 JP Anderson Aye  
 John Flaherty Aye  
 Fiaau Ohmann Absent  
 John Glover Aye  
 Caitrin Wright Aye  
 Alicia Gallegos Fambrini Aye

**C. Finance Committee Report**

J. Montgomery referred attendees to key materials. She reviewed numerous strengths of the successful 2017-18 audit and commended A. Ortiz for providing an informative memo on the topic.

**D. Finance: 2017-18 Audit Approval**

John Glover made a motion to approve the audit.

JP Anderson seconded the motion.

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

**Roll Call**

Alicia Gallegos Fambrini	Aye
JP Anderson	Aye
Caitrin Wright	Aye
Nora Crivello	Aye
John Glover	Aye
John Flaherty	Aye
Fiaau Ohmann	Absent

**E. Finance: 2018-19 Financials**

A. Ortiz introduced related materials. There was no further discussion.

**F. 2018-19 Budget Revise**

John Glover made a motion to approve the budget revise.

John Flaherty seconded the motion.

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

**Roll Call**

John Flaherty	Aye
Alicia Gallegos Fambrini	Aye
Nora Crivello	Aye
JP Anderson	Aye
Fiaau Ohmann	Absent
Caitrin Wright	Aye
John Glover	Aye

K. Sved provided a summary of budget revisions. J. Montgomery and A. Ortiz commented on key takeaways from the budget and personnel planning process.

**G. Governance Committee Report**

The report, included in the meeting packet, did not generate further discussion.

**H. Academic Success Committee**

John Glover made a motion to approve creation of Academic Success Committee.

John Flaherty seconded the motion.

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

**Roll Call**

JP Anderson	Aye
Alicia Gallegos Fambrini	Aye
John Glover	Aye
John Flaherty	Aye
Caitrin Wright	Aye
Fiaau Ohmann	Absent

**Roll Call**

Nora Crivello                      Aye

C. Wright presented reasons for the creation of the new committee. J. Montgomery expressed interest in further definition of the purpose and related activities of the committee. She suggested researching similar committees used effectively at other schools. J. Glover provided recommendations for the role and priorities of the committee.

A. Galegos Fambrini asked clarifying questions and sought further insight from K. Sved regarding committee roles. K. Sved provided additional details regarding the purpose and focus of the committee.

**I. NS Priorities Update**

K. Sved provided updates on the priorities, incorporating slides and tracking charts in his presentation. Hollister Prep School facilities were discussed. J. Glover sought further clarification on the timing of the issue and its relation, if any to the development of Watsonville Prep School facilities. C. Wright noted the number of priorities under review and the rate of overall progress. J. Flaherty discussed contingencies and capacities for key priorities related to expansion. C. Wright expressed an interest in seeing additional data. JP Anderson commented on the definition of priority and the alignment of priorities to tracking and reporting efforts.

**J. Vote to Approve Consulting Services Agreement: Andrew Bray**

JP Anderson made a motion to approve consulting services agreement for Andrew Bray. John Glover seconded the motion.

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

**Roll Call**

Caitrin Wright                      Aye  
 Fiaau Ohmann                      Absent  
 JP Anderson                      Aye  
 John Glover                      Aye  
 Alicia Gallegos Fambrini      Aye  
 Nora Crivello                      Aye  
 John Flaherty                      Aye

K. Sved explained the funding mechanism for this consultant service. The board expressed opinions and asked questions about the motivating circumstances, scope, scale, focus, timeline, research, and duration of services. J. Flaherty defined his support. C. Wright sought clarification on the timeline. K. Sved answered board member questions. J. Glover outlined his opinions related to the service, timeline, and growth. N. Crivello commented on timing and organizational capacity. JP commented on the scope of the project in relation to priorities. C. Wright summarized the opinion of the board.

**K. Expanding Services to Wonderful Prep**

Board members asked questions about the roles of key personnel involved in the project across multiple levels of the organization. Members sought more information on key

dates relating to dissemination efforts. J. Montgomery considered the effect of the project on key priorities. A. Galegos Fambrini sought clarification regarding the impact and alignment of the effort to priorities and roles of key personnel. J. Glover recommended revisiting this item at a future date. The board did not make a motion to vote on this item.

#### IV. Closing Items

##### A. Adjourn Meeting

John Flaherty made a motion to adjourn the meeting.  
Alicia Gallegos Fambrini seconded the motion.  
The board **VOTED** unanimously to approve the motion.

##### Roll Call

Caitrin Wright	Aye
John Glover	Aye
JP Anderson	Aye
Nora Crivello	Aye
John Flaherty	Aye
Alicia Gallegos Fambrini	Aye
Fiaau Ohmann	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:32 PM.

Respectfully Submitted,  
Sean Martin