

APPROVED



## Navigator Schools

### Minutes

#### NS Board Meeting

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**Date and Time**

Tuesday December 10, 2019 at 6:00 PM

**Location**

Gilroy Prep School, 277 IOOF Ave, Gilroy, CA 95020

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Teleconference Locations

- Hollister Prep School, 881 Line Street, Hollister, CA 95020
- Watsonville Prep School, 201 Brewington Avenue, Watsonville, CA 95076
- 200 North Ashley Drive, Tampa, FL 33602

Individuals requiring a disability-related accommodation, modification, or auxiliary aid/service, should direct their requests to Sean Martin via phone (831-217-4894) or [Email](mailto:smartin@navigatorschools.org) (smartin@navigatorschools.org).

An archive of board meeting minutes is available for public view at the Navigator Schools Support Office, 650 San Benito Street, Suite 230, Hollister CA 95023.

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**Directors Present**

Caitrin Wright, Fiaau Ohmann, JP Anderson, Nora Crivello, Victor Paredes-Colonia (remote)

**Directors Absent**

John Flaherty, Joyce Montgomery

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**Directors who left before the meeting adjourned**

Victor Paredes-Colonia

**Guests Present**

James Huegas, 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 10, 2019 at 6:06 PM.

C. Wright mentioned her observation of the Navigator Schools model at Hayward Collegiate Charter School.

**C. Approve Minutes of Board Meeting, November 5, 2019**

Nora Crivello made a motion to approve minutes from the NS Board Meeting on 11-05-19.

Fiaau Ohmann seconded the motion.

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

**Roll Call**

Nora Crivello	Aye
Joyce Montgomery	Absent
Caitrin Wright	Aye
JP Anderson	Aye
John Flaherty	Absent
Fiaau Ohmann	Aye
Victor Paredes-Colonia	Aye

**D. Approve Minutes of Special Board Meeting, October 28, 2019**

Nora Crivello made a motion to approve minutes from the NS Special Board Meeting on 10-28-19.

JP Anderson seconded the motion.

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

**Roll Call**

Fiaau Ohmann	Aye
JP Anderson	Aye
Caitrin Wright	Aye
Joyce Montgomery	Absent
Victor Paredes-Colonia	Aye
Nora Crivello	Aye
John Flaherty	Absent

**E. Approve Minutes of Board Meeting, October 8, 2019**

Nora Crivello made a motion to approve minutes from the NS Board Meeting on 10-08-19.

Caitrin Wright seconded the motion.

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

**Roll Call**

Fiaau Ohmann	Aye
Joyce Montgomery	Absent
JP Anderson	Aye
John Flaherty	Absent
Caitrin Wright	Aye
Victor Paredes-Colonia	Aye
Nora Crivello	Aye

**F. CEO Report**

K. Sved described successful reading interventions and thanked related staff. J. Dent praised after-school program leaders. N. Crivello asked a question about grants. C. Wright expressed her appreciation for the thoroughness and thoughtfulness of dissemination materials and the success of intervention programs.

**G. Public Comments**

There were no public comments.

**II. Topical Items**

**A. 2018-19 Audit Approval: Resolution 2019-14**

JP Anderson made a motion to approve the audit.

Fiaau Ohmann seconded the motion.

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

**Roll Call**

John Flaherty	Absent
Fiaau Ohmann	Aye
Nora Crivello	Aye
Caitrin Wright	Aye
Joyce Montgomery	Absent
JP Anderson	Aye
Victor Paredes-Colonia	Aye

A. Ortiz delivered a presentation on the annual independent audit. Topics included the role of the Board, the auditor's role, and key components (including opinions, footnotes, and findings). She reviewed each section of the audit, including the state award section. Board members asked clarifying questions about the findings. Staff provided explanations

and next steps. Board members and staff discussed strategies and timelines for sharing audit information. N. Crivello thanked A. Ortiz for her work on the audit.

**B. Finance Committee Report**

N. Crivello confirmed that there was no recent news to report.

**C. Compensation Consultant Proposal: Resolution 2019-15**

Nora Crivello made a motion to approve Resolution 2019-15.

Fiaau Ohmann seconded the motion.

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

**Roll Call**

JP Anderson	Aye
Joyce Montgomery	Absent
John Flaherty	Absent
Fiaau Ohmann	Aye
Nora Crivello	Aye
Caitrin Wright	Abstain
Victor Paredes-Colonia	Aye

**D. Watsonville Prep Schoolwide Title I Program: Res. 2019-16**

Nora Crivello made a motion to approve the Title I application.

JP Anderson seconded the motion.

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

**Roll Call**

JP Anderson	Aye
Joyce Montgomery	Absent
John Flaherty	Absent
Fiaau Ohmann	Aye
Victor Paredes-Colonia	Aye
Caitrin Wright	Aye
Nora Crivello	Aye

**E. Watsonville Prep Facility Update and Next Steps**

James Hugas from Pacific Charter School Development participated in the discussion of this item as a guest. K. Sved thanked PCSD for waiving fees related to the 407 Main Street project. K. Sved provided an update on recent events concerning the project, including permit applications, letter of intent, the architect's activities, and plumbing, electrical, and civil engineering contracts. J. Hugas discussed tax credits and building codes. K. Sved explained the resolution in depth, including related timelines and potential financing outcomes. C. Wright asked clarifying questions regarding key project decision points and timelines. F. Ohmann described Navigator's positive reputation in the community as a result of the success of WPS.

**F.**

**Delegated Authority to CEO for 407 Main Pre-construction Expenditures:  
Resolution 2019-17**

JP Anderson made a motion to approve Resolution 2019-17.

Fiaau Ohmann seconded the motion.

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

**Roll Call**

John Flaherty	Absent
Victor Paredes-Colonia	Aye
Joyce Montgomery	Absent
Caitrin Wright	Aye
Nora Crivello	Aye
JP Anderson	Aye
Fiaau Ohmann	Aye

**G. Governance Committee Report**

Members did not address this item.

**H. Board Dashboard Review**

The board reviewed the dashboard. Questions emerged regarding state formulae and other strategies for tracking English learner redesignation rates over time. Board members provided feedback and suggestions for dashboard design, including tracking changes over time, highlighting or otherwise emphasizing measures included in the CA School Dashboard, and disaggregating elementary and middle school information.

**I. Protect and Grow Organizational Priority Update**

K. Carr led a presentation with supporting comments from K. Sved, J. Dent, and site leaders. The presentation covered overall school culture; organizational structures and procedures; strategies for maintaining and promoting excellence at existing sites; areas of focus; and growth (expansion).

C. Wright, J.P. Anderson, and N. Crivello asked questions and made suggestions. School principals provided details and explanations of current and future strategies. C. Wright expressed interest in learning more about unified strategies and future updates for the Board.

**J. Federal Grant Application: Resolution 2019-19.**

K. Sved announced that Navigator would not prepare an application for the grant at this time.

**K. Announcement of Reasons for Closed Session**

C. Wright announced reasons for the closed session (real property negotiations and the consideration of delegation of authority to the CEO for pre-construction expenditures).

Victor Paredes-Colonia left.

**L. Closed Session: Real Property Negotiation, HPS**

**M. Closed Session: Delegated Authority to CEO to Execute Lease Agreement: Resolution 2019-18**

**N. Report on Closed Session**

C. Wright reported that Resolution 2019-18 (Delegated Authority to CEO to Execute Lease Agreement) was approved. N. Crivello made the motion to approve the resolution and F. Ohmann seconded. The vote was unanimous (4-0) with V. Paredes Colonia no longer present during closed session. No action was taken on Agenda Item L (Real Property Negotiation, HPS).

Nora Crivello made a motion to approve Resolution 2019-18.

Fiaau Ohmann seconded the motion.

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

**Roll Call**

Caitrin Wright	Aye
JP Anderson	Aye
Victor Paredes-Colonia	Absent
Nora Crivello	Aye
Fiaau Ohmann	Aye
Joyce Montgomery	Absent
John Flaherty	Absent

**III. Closing Items**

**A. Adjourn Meeting**

JP Anderson made a motion to adjourn the meeting.

Nora Crivello seconded the motion.

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

**Roll Call**

Joyce Montgomery	Absent
John Flaherty	Absent
Fiaau Ohmann	Aye
Caitrin Wright	Aye
Victor Paredes-Colonia	Absent
Nora Crivello	Aye
JP Anderson	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:05 PM.

Respectfully Submitted,

Sean Martin

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### **Documents used during the meeting**

- Intervention Memo 2019\_12.pdf
- Dissemination Memo 2019\_12.pdf
- MTSS Memo 2019\_12.pdf
- BR 2019\_14 Memo BR and Audit.pdf
- Finance Committee Minutes 2019\_12\_04.pdf
- BR 2019\_15 Compensation Memo Proposal and Resolution.pdf
- BR 2019\_16 WPS Title I Plan Memo and Res.pdf
- BR 2019\_17 407 Main Expenses Memo and Resolution.pdf
- Dashboard Memo and Survey Viz 2019\_12.pdf
- Board Dashboard 2019\_12\_10b.pdf
- Protect and Grow Memo 2019\_12.pdf
- BR 2019\_19 Federal Grant Memo and Resolution.pdf