

APPROVED



Navigator Schools

Minutes

NS Board Meeting

Date and Time

Tuesday February 4, 2020 at 6:00 PM

Location

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

Teleconference Locations

- Hollister Prep School, 881 Line Street, Hollister, CA 95020
- Watsonville Prep School, 201 Brewington Avenue, Watsonville, CA 95076

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.

Directors Present

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

Directors Absent

None

Guests Present

James Heugas, Sean Martin, Wayne Strumpfer

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 Feb 4, 2020 at 6:04 PM.

Caitrin Wright made a motion to to place agenda item 2.C. after agenda item 1.B.

JP Anderson seconded the motion.

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

C. Approve Minutes of Prior Board Meeting, December 10, 2019

Nora Crivello made a motion to approve the minutes from NS Board Meeting on 12-10-19.

Victor Paredes-Colonia seconded the motion.

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

D. CEO Report

The CEO reviewed recent professional development, survey, and dissemination activities, including the departure of H. Parsons at the end of the current academic school year. Board members made suggestions regarding communication opportunities with parents focusing on school culture. They also discussed strategies for promoting attendance and health.

E. Public Comments

There were no public comments.

II. Topical Items

A. Prop. 39 District Response, Resolution 2020-01

JP Anderson made a motion to approve Resolution 2020-01.

Victor Paredes-Colonia seconded the motion.

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

K. Sved discussed the status of district responses to Proposition 39 requests for Navigator school sites, including a request on the part of Pajaro Valley Unified School District for additional time to submit its response after the deadline. Key dates and next steps were reviewed.

B. 407 Main Street Project Update and Next Steps

James Heugas from Pacific Charter School Development joined the meeting as a guest to address this item. K. Sved reviewed the current status of the project, including studies required by the city planning department. J. Heugas shared opinions regarding additional studies. Board members discussed civic and political climate, project funding, and enrollment.

C. Board Training: Senate Bill 126

Wayne Strumpfer, from Young, Minney & Corr, LLC, led a board training focusing on Senate Bill 126 and Form 700. He offered advice for completing the form and answered questions.

D. Finance Committee Report

Recent committee activities were summarized by J. Montgomery, including an ongoing project to shift to accrual method accounting systems. A vote to approve committee minutes was listed in error in the for the three NS committees ("discussion" should have been listed as the activity category). The NS Board does not approve committee minutes (rather they are approved at the committee level).

E. Governance Committee Report

Recent committee activities were summarized by J. Flaherty, including Form 700 training, board member recruitment, and positive articles about Navigator Schools in the media.

F. Board Member Terms Resolution

Caitrin Wright made a motion to approve Resolution 2020-03 (Board Terms).

Joyce Montgomery seconded the motion.

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

Roll Call

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

C. Wright spoke to the importance of board sustainability.

G. Academic Success Committee Report

Recent committee activities were summarized by C. Wright. She highlighted the importance on interim data reports in addition to annual ones. She outlined short-term and long-term goals of the committee and how information generated by the committee could engage external parties and provide an onramp to board recruitment and participation.

H. Board Dashboard Review

S. Martin provided an overview of dashboard design modifications and important data updates. The Board asked questions regarding the process by which targets are determined and potentially revised. They expressed interest in exploring this process further during the next board meeting. Members also discussed the prioritization of metrics and leading versus trailing indicators. They made suggestions regarding the further development of a system of analysis to accompany data. Members were also interested in how the senior leadership team views the information in terms of process as well as format. J. Flaherty thanked S. Martin for his work on the dashboard.

I. Preliminary 2020-21 Budget, Resolution 2020-02

John Flaherty made a motion to approve Resolution 2020-02.

Caitrin Wright seconded the motion.

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

A. Ortiz provided an overview of the preliminary budget and the related resolution. Board members asked clarifying questions regarding salary increases, including rates of increases and salary bands.

J. Local Control and Accountability Plan (LCAP) Process

A. Ortiz provided a presentation with slides outlining the LCAP process and its alignment to the Navigator Compass Points.

K. Dissemination Pilot

H. Parsons and J. Dent led a presentation summarizing Navigator's model dissemination efforts. Key topics included: Core 3, the Navi Learning website, and lessons learned from recent partnerships. Members asked clarifying questions, including how dissemination efforts improve Navigator Schools, cost, and transition to a new dissemination lead after the departure of H. Parsons at the end of the school year. J. Dent listed six key questions for the board to consider, and the board addressed the questions. The Board explored issues of funding and potential expansion of dissemination efforts within the context of broader organizational goals. The Board thanked H. Parsons and J. Dent for their efforts and the presentation.

L. Draft 2020-21 Organizational Priorities

The Board decided to defer this topic to a future meeting.

M. Consent Agenda

Joyce Montgomery made a motion to approve the consent agenda.

Nora Crivello seconded the motion.

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

III. Closed Session

A. Public Announcement of Reasons for Closed Session

C. Wright announced the reason for the closed session.

B. Closed Session: Real Property Negotiation, Hollister Prep School

IV. Return to Open Session

A. Public Report of Actions Taken During Closed Session

There were no actions taken during the closed session.

V. Closing Items

A. Adjourn Meeting

JP Anderson made a motion to adjourn the meeting.

Joyce Montgomery seconded the motion.

The board **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 9:20 PM.

Respectfully Submitted,
Sean Martin

Documents used during the meeting

- Protect and Grow Memo February 2020.pdf
- Staff Survey Memo February 2020.pdf
- Intervention Priority Memo February 2020.pdf
- Prop 39 Preliminary Offer and Response.pdf
- 407 Update.pdf
- Board Training Memo Transparency Laws.pdf
- Nov 30 2019 Financials.pdf
- BR 2020_03 Second Terms for Two Board Members.pdf
- Board Dash Memo and Docs Feb 2020.pdf
- Preliminary Budget 2020_2021.pdf
- Salary Authorization Memo and Resolution.pdf
- Dissemination Memo February 2020.pdf

- BR 2020_04 Meeting Location Memo and Resolution.pdf
- Auditor Selection Memo.pdf
- SARC Memo 2019_2020.pdf
- WPS First Interim Report and Memo.pdf