

APPROVED



## Navigator Schools

### Minutes

#### Finance Committee

---

**Date and Time**

Wednesday October 6, 2021 at 1:00 PM

**Location**

Zoom (see Google Calendar)

---

This meeting will be held in compliance with modified Brown Act requirements as outlined in Executive Order [N-25-20](#). An archive of board meeting minutes is available for public view at the Navigator Schools, 650 San Benito Street, Suite 230, Hollister CA 95023.

Individuals in need of a disability-related accommodation, modification, or auxiliary aid/service, should direct requests to Sean Martin, Executive Assistant to the CEO. Contact: (831) 217-4894 [smartin@navigatorschools.org](mailto:smartin@navigatorschools.org)

---

**Committee Members Present**

JP Anderson (remote), Victor Paredes-Colonia (remote)

**Committee Members Absent**

*None*

**Guests Present**

Ami Ortiz (remote), Emmanuel Villagomez (remote), Kevin Sved (remote), Sean Martin (remote)

---

**I. Opening Items**

**A.**

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

Victor Paredes-Colonia called a meeting of the Finance Committee of Navigator Schools to order on Wednesday Oct 6, 2021 at 1:05 PM.

### **C. Approve Minutes from Previous Meeting**

Victor Paredes-Colonia made a motion to approve the minutes from Finance Committee on 08-13-21.

JP Anderson seconded the motion.

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

## **II. Business and Finance**

### **A. Financials**

A. Ortiz presented the financials and explained changes to the format of reports. She answered questions concerning variances, particularly relating to Hollister Prep School. She incorporated elements of the latest Budget Revise (see next agenda item) in her explanations. Expanded staffing and additional materials relating to the support of student learning as impacted by COVID-19 were highlighted. Expenses connected to Independent Study, special education, and food services were also discussed.

### **B. Proposed 2021-22 Budget Revise**

A. Ortiz reviewed allocations of ESSER funds as distributed during specific years of the program. She compared and contrasted levels and purposes of expenses based on the unique needs and circumstances of school sites, including those associated with the recent opening of Watsonville Prep School at its new facilities. Extra supports for students and school services to mitigate challenges presented by COVID-19 were discussed in-depth.

### **C. ESSR III Expenditure Plan**

A. Ortiz pointed out that the correct acronym for the topic is ESSER (not ESSR). This mistake will be corrected in future materials. She explained the purpose of ESSER plans and reviewed the major components of the plans. She answered member questions and confirmed next steps for board approval of the plans.

### **D. Hollister Prep Long-Term Facilities**

K. Sved provided an update regarding long-term facilities for Hollister Prep School. He reviewed previous efforts to identify and acquire vacant land upon which construct new school facilities. Reasons for pursuing additional property were listed and explained. He highlighted differences between facility priorities at Hollister Prep School and at Gilroy Prep School. Upcoming plans for real property negotiations were introduced, including

next steps for the board. Plans include the potential approval of a Letter of Agreement with charter school property expert Elizabeth Sanborn. He explained key elements of the process, including deposits, durations of agreements, contract amounts, procedures, and related budgetary issues. Members discussed potential land use and facility modifications at Gilroy Prep School.

### III. Closing Items

#### A. Adjourn Meeting

Victor Paredes-Colonia made a motion to adjourn the meeting.

JP Anderson seconded the motion.

The committee **VOTED** 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 1:56 PM.

Respectfully Submitted,  
Sean Martin