

APPROVED



## Navigator Schools

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday June 20, 2023 at 6:00 PM

**Location**

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

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This meeting will be held in compliance with the Brown Act.

Members of the public who wish to access this board meeting online may do so via Zoom at <https://zoom.us/join> or via telephone by calling [\(669\) 900-6833](tel:6699006833) or [\(669\) 444-9171](tel:6694449171).

Zoom Meeting ID: 966 4749 3782

Zoom Passcode: 515777

**Teleconference Locations / Ubicaciones de Teleconferencias**

- Hayward Collegiate Charter School, 166 West Harder Road, Hayward, CA 94544
- Hollister Prep School, 881 Line Street, Hollister CA 95020
- Watsonville Prep School, 407 Main Street, Watsonville, CA 95076
- 169 Redding Road, Campbell, CA 95008
- 1065 Byers Street, Gilroy, CA 95020
- 3410 Moraga Boulevard, Lafayette, CA 94549
- 5357 Federation Court, San Jose, CA 95123

Members of the public attending online who wish to comment during the board meeting will use the online "raise hand" tool in Zoom when the chairperson elicits public comments. Members of

the public planning to attend by phone are requested to confirm their intent to comment up to one hour prior to the meeting via [e-mail](#).

Individual comments will be limited to three minutes. If an interpreter is needed, comments will be translated into English and the time limit shall be six minutes. At its discretion, the board may limit the total time allotted to public comments and set new time limits for individual comments. The board reserves the right to mute and remove a participant from the meeting if the participant unreasonably disrupts the meeting.

Requests for disability-related modifications or accommodations to participate in this public meeting should be submitted forty-eight hours prior to the meeting via [e-mail](#). All efforts will be made for reasonable accommodations. The agenda and public documents will be modified upon request as required by Section 202 of the Americans with Disabilities Act.

Esta reunión se llevará a cabo de conformidad con la Brown Act.

Los miembros del público que deseen acceder a esta reunión del consejo pueden hacerlo en línea en <https://zoom.us/join> o por teléfono llamando al [\(669\) 900-6833](tel:6699006833) o al [\(669\) 444-9171](tel:6694449171).

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Los comentarios públicos se limitarán a tres minutos. Si se necesita un intérprete, los comentarios se traducirán al inglés y el límite de tiempo será de seis minutos. A su discreción, la mesa directiva puede limitar el tiempo total asignado a los comentarios del público y establecer nuevos límites de tiempo para los comentarios individuales. La mesa directiva se reserva el derecho de expulsar a un participante de la reunión si éste interrumpe injustificadamente la reunión.

Las solicitudes de modificaciones o adaptaciones relacionadas con una discapacidad para participar en esta reunión pública deberán presentarse cuarenta y ocho horas antes de la reunión por [correo electrónico](#). Se hará todo lo posible por realizar adaptaciones razonables. El orden del día y los documentos públicos se modificarán si se solicita, tal y como exige el artículo 202 de la Ley de Estadounidenses con Discapacidades.

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#### **Directors Present**

Chuck Daggs (remote), Claire Grissom (remote), Ian Connell, JP Anderson (remote), Jaime Quiroga (remote), John Flaherty, Shara Hegde (remote), Victor Paredes-Colonia (remote)

#### **Directors Absent**

Alfred Morikang

#### **Guests Present**

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Kevin Sved (remote), Sean Martin

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

John Flaherty called a meeting of the board of directors of Navigator Schools to order on Tuesday Jun 20, 2023 at 6:04 PM.

### C. Public Comments

There were no public comments.

### D. Board Chair's Opening Remarks

The board chair commented on the scheduling of a new board meeting for July 25, 2023.

### E. Approve Minutes from Previous Regular Board Meeting

Claire Grissom made a motion to approve the minutes.

Shara Hegde seconded the motion.

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

Motion to approve the minutes from Board Meeting on 06-14-23.

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

#### Roll Call

Ian Connell	Absent
Claire Grissom	Aye
Victor Paredes-Colonia	Abstain
John Flaherty	Aye
Jaime Quiroga	Aye
Alfred Morikang	Absent
JP Anderson	Aye
Chuck Daggs	Aye
Shara Hegde	Aye

### F. CEO Report

Kevin Sved shared that this would be his last board meeting as Chief Executive Officer. He reflected upon the pleasures, milestones, and achievements experienced since the first board meeting he attended as CEO in 2016.

## II. Finance

### A. Finance Committee Report

J.P. Anderson reviewed recent committee activities, and committee members discussed the impact and contributions of Victor Paredes-Colonia, the departing committee chair. Kevin Sved added details pertaining to the Financials document. J.P. Anderson thanked Ami Ortiz for working to prepare committee documents.

**B. Facilities Updates**

Kevin Sved provided facilities information. Gilroy Unified School District approved a long-term lease for GPS connected to the completion of an upcoming construction project. Room modules have been pre-approved by a state architect. Kevin Sved discussed facilities development at Hayward Collegiate, including the city permitting process and related project management services provided by Public Charter School Development (PCSD).

**C. Approval of Project Management Agreement with Pacific Charter School Development**

Kevin Sved provided a brief explanation of the project management agreement with PCSD.

Shara Hegde made a motion to approve the project management agreement.

Jaime Quiroga seconded the motion.

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

**Roll Call**

Claire Grissom	Aye
Alfred Morikang	Absent
Jaime Quiroga	Aye
Chuck Daggs	Aye
Shara Hegde	Aye
JP Anderson	Aye
John Flaherty	Aye
Victor Paredes-Colonia	Aye
Ian Connell	Absent

**D. Approval of Facilities Memorandum of Understanding with Gilroy Unified School District**

Kevin Sved presented the terms of the Memorandum of Understanding with the district, the draft of which had been reviewed by the legal counsel of Navigator Schools. Shara Hegde congratulated Kevin and the team.

John Flaherty made a motion to approve the memorandum of understanding.

Chuck Daggs seconded the motion.

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

**Roll Call**

Jaime Quiroga	Aye
Alfred Morikang	Absent
JP Anderson	Aye

**Roll Call**

Ian Connell	Absent
Victor Paredes-Colonia	Aye
Shara Hegde	Aye
Claire Grissom	Aye
John Flaherty	Aye
Chuck Daggs	Aye

**E. Approval of Contract with Underwood & Rosenblum, Inc**

Kevin recommended approval of the contract, relating to topographical surveys and utilities.

Claire Grissom made a motion to approve the contract with Underwood & Rosenblum, Inc.

JP Anderson seconded the motion.

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

**Roll Call**

Alfred Morikang	Absent
Jaime Quiroga	Aye
John Flaherty	Aye
Shara Hegde	Aye
JP Anderson	Aye
Claire Grissom	Aye
Ian Connell	Absent
Victor Paredes-Colonia	Aye
Chuck Daggs	Aye

The board chair added additional comments pertaining to facilities development at GPS, emphasizing the success of obtaining a unanimous vote for project approval from the district board. Board members discussed the importance of preparing for similar votes in other districts. Chuck Daggs celebrated the financial terms of the MOU and thanked Kevin Sved for his leadership of the project.

**F. Local Indicators: Board Acceptance**

Kevin Sved defined Local Indicators and thanked multiple team members for their respective contributions. The board decided to approve Local Indicators for all schools in a single vote.

Chuck Daggs made a motion to approve the Local Indicators for all schools.

John Flaherty seconded the motion.

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

**Roll Call**

Ian Connell	Absent
Chuck Daggs	Aye
Shara Hegde	Aye
John Flaherty	Aye

**Roll Call**

Jaime Quiroga	Aye
Victor Paredes-Colonia	Aye
Claire Grissom	Aye
JP Anderson	Aye
Alfred Morikang	Absent

**G. 2023-24 LCAP Approval: Gilroy Prep School**

Ami Ortiz provided an overview of the Local Control and Accountability Plans (LCAP). She highlighted plan alignment to Navigator School Compass Points, and she noted that the LCAP for Hayward Collegiate is now in alignment with all of the other Navigator Schools. Kevin Sved discussed details relating to identifying annual metrics and goals. He also explained important connections to the CA School Dashboard. John Flaherty emphasized the value of sharing our concrete, positive, student results as documented in the LCAP with charter authorizers.

Chuck Daggs made a motion to approve the LCAP for Gilroy Prep School.

John Flaherty seconded the motion.

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

**Roll Call**

Shara Hegde	Aye
JP Anderson	Aye
John Flaherty	Aye
Alfred Morikang	Absent
Ian Connell	Absent
Jaime Quiroga	Aye
Claire Grissom	Aye
Chuck Daggs	Aye
Victor Paredes-Colonia	Aye

**H. 2023-24 LCAP Approval: Hayward Collegiate**

Jaime Quiroga made a motion to approve the LCAP for Hayward Collegiate.

John Flaherty seconded the motion.

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

**Roll Call**

Victor Paredes-Colonia	Aye
Ian Connell	Absent
Jaime Quiroga	Aye
Claire Grissom	Aye
JP Anderson	Aye
John Flaherty	Aye
Alfred Morikang	Absent
Chuck Daggs	Aye
Shara Hegde	Aye

**I.**

**2023-24 LCAP Approval: Hollister Prep School**

Claire Grissom made a motion to approve the LCAP for Hollister Prep School.

JP Anderson seconded the motion.

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

**Roll Call**

Victor Paredes-Colonia	Aye
Chuck Daggs	Aye
John Flaherty	Aye
Jaime Quiroga	Aye
Ian Connell	Absent
Claire Grissom	Aye
JP Anderson	Aye
Shara Hegde	Aye
Alfred Morikang	Absent

**J. 2023-24 LCAP Approval: Watsonville Prep School**

JP Anderson made a motion to approve the LCAP for Watsonville Prep School.

Victor Paredes-Colonia seconded the motion.

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

**Roll Call**

John Flaherty	Aye
Ian Connell	Absent
Alfred Morikang	Absent
Jaime Quiroga	Aye
Claire Grissom	Aye
Victor Paredes-Colonia	Aye
Chuck Daggs	Aye
JP Anderson	Aye
Shara Hegde	Aye

**K. 2023-24 Proposed Navigator Schools Budget**

Ami Ortiz provided an overview of the budget and the budgeting process, including state timelines, budget assumptions, expenditures, capital outlay, project fund balances, and next steps. Staff members provided additional details and answered clarifying questions regarding several topics, including SB 740 funding, competitive salaries, and cost of living.

Victor Paredes-Colonia made a motion to approve the 2023-24 Navigator Schools Budget.

JP Anderson seconded the motion.

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

**Roll Call**

John Flaherty	Aye
Alfred Morikang	Absent

**Roll Call**

Jaime Quiroga	Aye
JP Anderson	Aye
Claire Grissom	Aye
Ian Connell	Absent
Victor Paredes-Colonia	Aye
Shara Hegde	Aye
Chuck Daggs	Aye

**III. Governance**

**A. Governance Committee Report**

The committee chair reviewed recent committee activities. Members discussed future board composition, board recruitment priorities, potential board candidates, and the role and composition of the Support Corporation Board.

**B. Board Meeting Schedule for 2023-24**

The board reviewed the proposed board meeting schedule, highlighting recent additions and modifications.

JP Anderson made a motion to approve the 2023-24 Board Meeting Schedule.

Victor Paredes-Colonia seconded the motion.

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

**Roll Call**

Claire Grissom	Aye
Ian Connell	Absent
Shara Hegde	Aye
John Flaherty	Aye
JP Anderson	Aye
Chuck Daggs	Aye
Victor Paredes-Colonia	Aye
Alfred Morikang	Absent
Jaime Quiroga	Aye

**C. Resolution 2023-17: Recognition of Victor Paredes-Colonia for Board Service**

Individual board members offered extensive praise and heartfelt thanks to departing board member and Finance Committee Chair Victor-Paredes Colonia. J.P. Anderson thanked Victor on behalf of his children — Navigator Students — in light of the fact that Victor had always placed the welfare and success of Navigator students, regardless of school, at the forefront of his many contributions to the board.

Chuck Daggs made a motion to approve Resolution 2023-17, Recognition of Victor Paredes-Colonia for Board Service.

Shara Hegde seconded the motion.

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



**Roll Call**

Ian Connell	Absent
JP Anderson	Aye
Shara Hegde	Aye
John Flaherty	Aye
Chuck Daggs	Aye
Victor Paredes-Colonia	Abstain
Jaime Quiroga	Aye
Claire Grissom	Aye
Alfred Morikang	Absent

**D. Election of Board Officers**

The board chair explained updates to board officer positions. Kevin Sved reviewed relevant board bylaws and confirmed affirmation of legal counsel. The board discussed committee composition and committee roles, topics to be revisited during the next board meeting in July, 2023.

Chuck Daggs made a motion to approve all board member officer resolutions.

Shara Hegde seconded the motion.

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

**Roll Call**

JP Anderson	Aye
Alfred Morikang	Absent
Claire Grissom	Aye
Ian Connell	Absent
Chuck Daggs	Aye
Victor Paredes-Colonia	Aye
John Flaherty	Abstain
Shara Hegde	Aye
Jaime Quiroga	Aye

**E. Brown Act Training**

Tom Peraic presented an annual Brown Act training. Topics included origin and context of the law; committee types; the definition of meeting and types of meetings (permitted and not permitted by law); public comments; closed sessions; and Brown Act violations and repercussions.

**IV. Academic**

**A. Academic Success Committee Report**

Claire Grissom reviewed topics presented during the most recent meeting of the committee. These included interim Star assessment results and related considerations, including assessment windows, teacher training, and participation rates; student goals relating to instruction and intervention; chronic absenteeism; the CA School Dashboard;

Navigator Schools Model dissemination; and board member school visits. Kevin Sved and John Flaherty added suggestions pertaining to the planning of school visits.

**V. Topical, Part 1**

**A. Resolution: CEO and Superintendent Compensation Comparability Study**

Members discussed a Compensation Comparability Study (“Study”) presented by Tom Peraic, General Counsel. The Study contained appropriate data in the form of compensation levels paid by similarly situated organizations for functionally comparable positions, the availability of similar services in the geographic area of Navigator, and current compensation surveys compiled by independent firms. The Study is supported with relevant statutes and regulations.

Chuck Daggs made a motion to approve the CEO and Superintendent Compensation Comparability Study resolution.

Claire Grissom seconded the motion.

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

**Roll Call**

Ian Connell	Absent
Shara Hegde	Aye
Chuck Daggs	Aye
JP Anderson	Aye
Jaime Quiroga	Aye
Alfred Morikang	Absent
Victor Paredes-Colonia	Aye
Claire Grissom	Aye
John Flaherty	Aye

**VI. Closed Session**

**A. Announcement of Reason for Closed Session and Vote to Enter**

The board chair announced the reason for the closed session, and members voted to enter closed session.

John Flaherty made a motion to enter closed session.

Claire Grissom seconded the motion.

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

**Roll Call**

Jaime Quiroga	Aye
Victor Paredes-Colonia	Aye
Alfred Morikang	Absent
Ian Connell	Absent
Shara Hegde	Aye
JP Anderson	Aye
Claire Grissom	Aye

**Roll Call**

John Flaherty           Aye  
Chuck Daggs            Aye

**B. Closed Session**

**C. Announcement of Action Taken During Closed Session**

The board chair announced action taken by the board during closed session. By unanimous vote by all of the board members present, the board approved Caprice Young to become the Chief Executive Officer and Superintendent of Navigator Schools.

**VII. Topical, Part 2**

**A. Required Oral Report Regarding Employment Agreement for CEO and Superintendent**

In furtherance to the announcement of action taken during closed session, the board chair reported the terms contained in the CEO and Superintendent Employment Agreement, and affirmed that those terms are wholly in keeping with the Study that the board received, reviewed, and approved.

**B. Ratification of Employment Agreement for Navigator Schools CEO and Superintendent**

Shara Hegde made a motion to Shara Hegde made a motion to ratify the approval of the Employment Agreement for Navigator Schools CEO and Superintendent.

Claire Grissom seconded the motion.

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

**Roll Call**

Ian Connell            Absent  
Victor Paredes-Colonia Aye  
Alfred Morikang       Absent  
John Flaherty         Aye  
Shara Hegde           Aye  
Jaime Quiroga        Aye  
Chuck Daggs          Aye  
JP Anderson          Aye  
Claire Grissom        Aye

The board chair congratulated the search committee, board members, and Kevin Sved for successfully completing the candidate search and hiring process.

**C. Resolution: Separation Exemption to Provide Speech Pathology Services and Supervision**

Melissa Alatorre Alnas explained the background and purpose of the resolution.

Jaime Quiroga made a motion to approve the Separation Exemption to Provide Speech Pathology Services and Supervision.

Claire Grissom seconded the motion.

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

**Roll Call**

Victor Paredes-Colonia	Aye
Ian Connell	Absent
Chuck Daggs	Aye
Shara Hegde	Aye
Alfred Morikang	Absent
JP Anderson	Aye
John Flaherty	Aye
Jaime Quiroga	Aye
Claire Grissom	Aye

**D. Statement of Need: California Commission on Teacher Credentialing**

Melissa Alatorre Alnas shared the background and purpose of submitting a Declaration of Need For Fully Qualified Educators to the California Commission on Teacher Credentialing on behalf of each Navigator school. She explained related legislation (Assembly Bill 1505). The board voted to approve a Declaration of Need for each Navigator school: Gilroy Prep School, Hayward Collegiate, Hollister Prep School, and Watsonville Prep School.

Chuck Daggs made a motion to approve the California Commission on Teacher Credentialing Statement of Need.

Claire Grissom seconded the motion.

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

**Roll Call**

John Flaherty	Aye
Alfred Morikang	Absent
JP Anderson	Aye
Chuck Daggs	Aye
Ian Connell	Absent
Claire Grissom	Aye
Victor Paredes-Colonia	Aye
Shara Hegde	Aye
Jaime Quiroga	Aye

**E. Memorandum of Understanding with the Boys and Girls Club of Silicon Valley**

Kirsten Carr reviewed the context of the memorandum and recommendations for next steps pertaining to after school programs for students at school sites.

Shara Hegde made a motion to approve the Memorandum of Understanding with the Boys and Girls Club of Silicon Valley.

Chuck Daggs seconded the motion.

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

**Roll Call**

Alfred Morikang	Absent
Jaime Quiroga	Aye
John Flaherty	Aye
Chuck Daggs	Aye
Shara Hegde	Aye
Ian Connell	Absent
JP Anderson	Aye
Claire Grissom	Aye
Victor Paredes-Colonia	Aye

**VIII. Consent Agenda**

**A. Approval of the Consent Agenda**

The board chair reviewed the contents of the Consent Agenda. He commented on the recent celebration of the Juneteenth holiday. Ami Ortiz confirmed the addition of two holidays to the academic calendar for 2023-24.

John Flaherty made a motion to approve the Consent Agenda.

JP Anderson seconded the motion.

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

**Roll Call**

JP Anderson	Aye
Chuck Daggs	Aye
Jaime Quiroga	Aye
Claire Grissom	Aye
Alfred Morikang	Absent
John Flaherty	Aye
Shara Hegde	Aye
Ian Connell	Absent
Victor Paredes-Colonia	Aye

**IX. Closing Items**

**A. Adjourn Meeting**

John Flaherty made a motion to adjourn the meeting in honor of departing board member Victor Paredes-Colonia.

JP Anderson seconded the motion.

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

**Roll Call**

Jaime Quiroga	Aye
Claire Grissom	Aye
John Flaherty	Aye

**Roll Call**

Ian Connell	Absent
Chuck Daggs	Aye
Shara Hegde	Aye
Victor Paredes-Colonia	Aye
JP Anderson	Aye
Alfred Morikang	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:49 PM.

Respectfully Submitted,  
Sean Martin