

APPROVED



Navigator Schools

Minutes

Finance Committee

Date and Time

Monday August 29, 2022 at 2:00 PM

Location

Zoom

This meeting will be held in compliance with modified Brown Act requirements as outlined in Executive Order [N-25-20](#).

Individuals in need of a disability-related accommodation, modification, or auxiliary aid/service, should direct requests [via e-mail](#) to Sean Martin, Executive Assistant to the CEO.

Meeting ID: 919 1947 0006

Passcode: 496612

Committee Members Present

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

Committee Members Absent

None

Guests Present

Ami Ortiz (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 Monday Aug 29, 2022 at 2:03 PM.

C. Approve Minutes from Previous Meeting

Jaime Quiroga made a motion to approve the minutes from Finance Committee on 06-09-22.

Victor Paredes-Colonia seconded the motion.

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

Roll Call

Victor Paredes-Colonia Aye

Jaime Quiroga Aye

JP Anderson Aye

II. Business and Finance

A. Unaudited Actuals (2021-22)

A. Ortiz explained the current status of the actuals, next steps, future board presentations, and related timelines. The committee scheduled a meeting to review the actuals on September 20, 2022, from 2:00 PM to 2:30 PM.

B. Hayward Collegiate Integration

A. Ortiz and K. Sved shared challenges and highlights of integrating Hayward Collegiate Charter (HCC) and Navigator Schools' financial, human resource, and operational systems. A. Ortiz explained the hiring and focus of a consulting project manager at HCC. She also outlined expected changes to the HCC budget. K. Sved recounted successful integration efforts, including those relating to retirement and health benefits, and thanked the Business and Finance team, the Human Resources Team, and the Operations team for their work. Members echoed this praise.

C. Budget Revisions

A. Ortiz led a discussion of budget issues, including those relating to staffing, facilities, and compliance. K. Sved shared a video of children enjoying a new turf play area central to the HCC campus. Members reviewed and celebrated the project's success, recognizing the bidding process, the quality work of the contractor, the speed and quality of installation, and the health benefits for students and staff.

D. Long-Term Facilities Planning

K. Sved presented facility priorities for each site. He explained important elements of facilities planning, including Propositions 39 and 51, Transitional Kindergarten legislation, enrollment growth, relationships with districts, and financing.

III. Closing Items

A. Adjourn Meeting

Jaime Quiroga made a motion to adjourn.

JP Anderson seconded the motion.

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

Roll Call

Victor Paredes-Colonia Aye

JP Anderson Aye

Jaime Quiroga Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:37 PM.

Respectfully Submitted,
Sean Martin