

APPROVED



## Navigator Schools

### Minutes

#### Finance Committee Special Meeting

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**Date and Time**

Wednesday March 29, 2023 at 1:30 PM

**Location**

Zoom

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

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: 940 4554 1288

Passcode: 567561

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**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), Neena Goswamy (remote), Sean Martin (remote)

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**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 Mar 29, 2023 at 1:32 PM.

### **C. Approve Minute from Prior Meeting**

Jaime Quiroga made a motion to approve the minutes from Finance Committee on 01-27-23.

JP Anderson seconded the motion.

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

#### **Roll Call**

JP Anderson	Aye
Jaime Quiroga	Aye
Victor Paredes-Colonia	Aye

### **D. Public Comments**

There were no public comments.

## **II. Business and Finance**

### **A. 2021-22 Audit Report: Navigator Schools**

L. Huang and R. Bollier reviewed the 2021-22 Audit Report for Navigator Schools, highlighting required communications, federal awards, accounting for grants, and an overall clean opinion rating. Members asked clarifying questions. The committee thanked the auditors and A. Ortiz for their work.

### **B. 2021-22 Audit Report: Hayward Collegiate**

M. Kearney presented the Hayward Collegiate audit report, explaining its main focus (the merger of Hayward Collegiate and Navigator Schools) and its documentation of successful compliance. The committee thanked the presenter and N. Goswamy for the presentation.

### **C. Preliminary 2023-24 Budget**

A. Ortiz shared a preliminary budget for 2023-24. She discussed the end of special COVID-19 funding, continuing funding, staffing, and potential Cost of Living Adjustments (COLA) on the state and organizational level. K. Sved added COLA details and discussed staff employment offer letters, next steps, and related timelines. The committee discussed the topic of comparative district salaries.

### **D. Selection of 2022-23 Auditor**

Staff and board members discussed the merits of CLA and expressed shared approval of CLA as the 2022-23 auditor.

#### **E. Facilities Update**

K. Sved provided facilities updates for Navigator Schools, focusing on Gilroy Prep School and Hayward Collegiate Charter School. He discussed Proposition 51 pertaining to GPS and the status of current communications with GUSD. The committee reviewed Proposition 39 and related, potential expansion plans for HCC, including ADA compliance, long-term leases, feasibility studies, and next steps.

### **III. Closing Items**

#### **A. Adjourn Meeting**

JP Anderson made a motion to adjourn.

Jaime Quiroga 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 2:32 PM.

Respectfully Submitted,  
Sean Martin