

APPROVED



## Navigator Schools

### Minutes

#### Board Meeting

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**Date and Time**

Monday June 17, 2024 at 6:00 PM

**Location**

7365 Monterey Rd UNIT 203, Gilroy, CA 95020

**[Join Zoom Meeting](#)**

ID: 93191895189

Passcode: 551295

**[\(US\) +1 360-209-5623](#)**

Passcode: 551295

Meeting host: [ami.ortiz@navigatorschools.org](mailto:ami.ortiz@navigatorschools.org)

Join Zoom Meeting:

[https://navigatorschools.zoom.us/j/93191895189?](https://navigatorschools.zoom.us/j/93191895189?pwd=RG16WG1iYUZEY2hTRFYraG5sRXZ5QT09)

[pwd=RG16WG1iYUZEY2hTRFYraG5sRXZ5QT09](https://navigatorschools.zoom.us/j/93191895189?pwd=RG16WG1iYUZEY2hTRFYraG5sRXZ5QT09)

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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).

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#### Teleconference Locations / Ubicaciones de Teleconferencias

1. Hayward Collegiate Charter School, 166 West Harder Road, Hayward, CA 94544
2. Hollister Prep School, 881 Line Street, Hollister CA 95020
3. Watsonville Prep School, 407 Main Street, Watsonville, CA 95076
4. The Neon Exchange, 7365 Monterey Rd UNIT 203, Gilroy, CA 95020 (Santa Clara County)
5. Gilroy Prep School, 277 I.O.O.F. Ave, Gilroy, CA 95020 (Santa Clara County)
6. 1065 Byers Street, Gilroy, CA 95020 (Santa Clara County)
7. 5357 Federation Court, San Jose, CA 95123 (Santa Clara County)
8. 27324 Dobbels Avenue, Hayward, CA 94542
9. 1365 Locust St. Denver, CO 80220

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**

Claire Grissom, Ian Connell (remote), JP Anderson (remote), Jaime Quiroga (remote), John Flaherty, Shara Hegde (remote)

#### **Directors Absent**

Alfred Morikang, Chuck Daggs

#### **Directors who arrived after the meeting opened**

Jaime Quiroga

#### **Directors who left before the meeting adjourned**

Shara Hegde

#### **Guests Present**

Ami Ortiz (remote), Andrea Hernandez (remote), Caprice Young (remote), Christopher Copus, David LeBarre (remote), Gabriela Roldan (remote), Heather Vega (remote), James Dent (remote), Kirsten Carr, Melissa Alatorre Alnas (remote), Nora Crivello, Noël Russell-Unterburger (remote), Shun Dorsey (remote), Tina Hill (remote), Tom Peraic

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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 Monday Jun 17, 2024 at 6:00 PM.

#### **C. Public Comments**

There were no public comments.

#### **D. Opening Remarks of the Board Chair**

The Board Chair shared that Board Member Alfred Morikang had resigned his board seat due to ongoing obligations out of the area. The Board Chair also welcomed Shun Dorsey, Navigator's new Development Director.

**E. Chief Executive Officer & Superintendent Update**

Dr. Caprice Young, CEO & Superintendent, discussed several new positions. Andrea Hernandez will be the the new Director of Schools. Crystal O'Rourke will be the new interim Chief Academic Officer. Nancy Salazar will be the new principal at WPS.

**F. Approve Minutes from Previous Board Meeting**

Claire Grissom made a motion to approve the minutes from Board Meeting on 04-10-24. JP Anderson seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**G. Approve Minutes from Previous Board Meeting**

Ian Connell made a motion to approve the minutes from Special Board Meeting on 04-22-24.  
John Flaherty seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**H. Recognition of John Flaherty**

The item was tabled to the next Board meeting.

**II. Consent Agenda**

**A. Approval of the Consent Agenda**

John Flaherty made a motion to Move the consent agenda to the end of the meeting. Shara Hegde seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**III. Public Hearing**

**A. The Board will vote to open LCAP Public Hearing**

JP Anderson made a motion to go into LCAP public hearing.  
Claire Grissom seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
Jaime Quiroga arrived at 6:30 PM.

**B. Public Hearing**

Kirsten Carr, Director of Engagement & Partnerships, presented the proposed LCAP along with relevant local indicators. LCAPs are required by all of the schools, the public hearing goes before the budget, which are all tied to LCAP goals. Stakeholders are part

of the process. Kirsten discussed the proposed LCAPs including the goals. Dr. Young offered that the proposed LCAPs are in draft format and they are ready for everyone to review. General discussion followed between and among Board Members and staff about some of the particulars of the proposed LCAPs.

#### **C. The Board will vote to close LCAP Public Hearing**

John Flaherty made a motion to close LCAP public hearing.

Claire Grissom seconded the motion.

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

### **IV. Committees**

#### **A. Governance Committee**

Dr. Young shared that the Governance Committee met right before the full Board meeting. The Governance Committee took actions and made recommendations to the full Board about the re-election of Board Members, nominations of new Board Members, officers for the corporation, and the NSSC, which is Navigator's support corporation.

#### **B. Academic Success Committee**

Chief Academic Officer James Dent shared that improved outcomes for multilingual learners is Navigator's main academic focus for 24-25. The goal is to increase the number of students meeting proficiency levels, data will be available in mid-September.

#### **C. Finance Committee**

Dr. Young requested to skip this item as the report is part of the next item on the agenda.

### **V. Finance**

#### **A. 2024-25 Budget**

Noël Russell-Unterburger presented the proposed budget for 24-25. Noël offered that 23-24 was a year of transition and investments. For 24-25, there was an ESSR funding cliff of \$1.6M which needed to be taken into account. Navi Impact has \$170k already committed for 24-25, \$200k is well within reason. There will be a 3% COLA across the board, including the CEO & Superintendent. There was an emphasis on hourly workers. Board Member Ian Connell shared that previous conservative budgeting is helping. Another focus is recovering on FRL undercount and the co-founder's sabbatical is being funded. Dr. Young shared that the Navigator model has more adults in the classroom in the form of SGIs. Noël emphasized that some districts do larger salary increases which are then followed by layoffs. There is a real focus on ELOP, improving the quality to include music, language, etc. Staff intends to take the Board Members through the completed DEIA audit. The other big initiative is growth, it is budgeted for separately, there is fundraising for this, so growth doesn't come at costs of current schools. Each

department will have budget tools. Strong net asset balance, \$11.1M, thin margins but the money is there. The discussion concluded with community grants, Schwab Foundation, cash projections, and covenant reviews.

## **VI. Topical**

### **A. 2024-25 Enrollment Update**

Kirsten Carr, shared the enrollment update with the Board. She discussed outreach efforts, FRL numbers, and the impact on the budget, and that some WPS students are opting to go to a charter high school starting in 6th grade.

### **B. Resolution: Re-Election of Board Members (BR\_2024-12)**

John Flaherty made a motion to re-elect Board Members Jaime Quiroga, JP Anderson, Claire Grissom, and Ian Connell to the Board.

Shara Hegde seconded the motion.

Dr. Young offered that she appreciates the Board Members' service.

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

### **C. Resolution: Election of New Board Members (BR\_2024-13)**

John Flaherty made a motion to elect NC to board.

Claire Grissom seconded the motion.

Nora tonight, others in the future - JF, NC willing to join the board and assume leadership role, 2 years ago, agreed to come back

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

### **D. Resolution: Election of Board Officers (BR\_2024-14)**

John Flaherty made a motion to NC.

Ian Connell seconded the motion.

CY introduces slate

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

### **E. Resolution: Appointment of NSSC Board Members (BR\_2024-15)**

Claire Grissom made a motion to approve.

Ian Connell seconded the motion.

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

### **F. 2024-25 Board Meeting Schedule**

Ian Connell made a motion to approve.

Claire Grissom seconded the motion.

Shift to Mondays

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

## VII. Consent Agenda

### A. Approval of the Consent Agenda (Without Relay Contract)

Ian Connell made a motion to approve the consent agenda except for the Relay contract. JP Anderson seconded the motion.

Board Member Shara Hegde pulled the Relay contract off of the consent agenda. Shara indicated that, as disclosed on her Form 700, she previously provided services to Relay in the past, that she does not currently provide services to Relay or have a current contract with Relay, and that she made this disclosure in the abundance of caution and in the spirit of full transparency. The full Board then unanimously approved the following items from the consent agenda, except for the Relay contract: GPS and HPS 2024-25 CalSTRS Agreements, Boys & Girls Club MOU 2024-25, Larson Professional Services Contract, Hayward Collegiate Amended Lease Ratification, Classroom Based Attendance Policy, Sabbatical Leave Policy, School Sponsored Trips Policy, and the Declarations of Need for GPS, WPS, and HC. Shara then recused herself from the meeting so that she would not vote, discuss, or influence the decision on the Relay contract, and then Shara left the Board meeting prior to the consideration of the Relay contract.

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

Shara Hegde left at 8:14 PM.

### B. Approval of the Consent Agenda (Relay Contract)

Claire Grissom made a motion to approve the Relay contract which had been pulled off of the consent agenda.

John Flaherty seconded the motion.

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

## VIII. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:20 PM.

Respectfully Submitted,  
Tom Peraic