

APPROVED



## Navigator Schools

### Minutes

#### Board Meeting

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**Date and Time**

Monday August 26, 2024 at 6:00 PM

**Location**

Gilroy Prep School: 277 I.O.O.F Ave, 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 or (669) 444-9171.

ID: 99160925045

Passcode: 322638

**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. Gilroy Prep School, 277 I.O.O.F. Ave, Gilroy, CA 95020 (Santa Clara County)
  5. 1065 Byers Street, Gilroy, CA 95020 (Santa Clara County)
  6. 27324 Dobbel Avenue, Hayward, CA 94542
  7. 3410 Moraga Boulevard, Lafayette, CA 94549
  8. 857 West Cove Way, Sacramento, CA 95831
  9. 5357 Federation Ct., San Jose, CA 95123 (Santa Clara County)
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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 o al (669) 444-9171.

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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, JP Anderson (remote), Jaime Quiroga (remote), Jan Mazyck (remote), Niña Rosete, Nora Crivello, Shara Hegde (remote)

### **Directors Absent**

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Chuck Daggs, Ian Connell

**Guests Present**

Ami Ortiz, Andrea Hernandez (remote), Caprice Young, Crystal O'Rourke (remote), Kamille Geneva (remote), Kirsten Carr, Melissa Alatorre Alnas (remote), Missy Corral (remote), Missy Corral (remote), Nancy Salazar (remote), Norma Knox (remote), Noël Russell-Unterburger, Tom Peraic

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

Nora Crivello called a meeting of the board of directors of Navigator Schools to order on Monday Aug 26, 2024 at 6:10 PM.

**C. Public Comments**

There were no public comments.

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

The Board Chair thanked all for their attendance and shared that she is pleased to make this contribution of effort to a mission-driven organization like Navigator.

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

Dr. Young thanked the new Board Chair for her service and shared that the Board Chair has a great skillset for leadership of the Board and of the organization.

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

Shara Hegde made a motion to approve the minutes from Board Meeting on 06-26-24.

Claire Grissom seconded the motion.

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

**Roll Call**

Niña Rosete	Absent
JP Anderson	Aye
Jaime Quiroga	Aye
Jan Mazyck	Absent
Nora Crivello	Abstain
Shara Hegde	Aye
Ian Connell	Absent
Claire Grissom	Aye
Chuck Daggs	Absent

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

Shara Hegde made a motion to approve the minutes from Special Board Meeting on 06-26-24.

JP Anderson seconded the motion.

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

#### **Roll Call**

Claire Grissom Aye

Ian Connell Absent

Shara Hegde Aye

Niña Rosete Absent

Nora Crivello Abstain

JP Anderson Aye

Jan Mazyck Absent

Chuck Daggs Absent

Jaime Quiroga Aye

### **H. Approve Two New Board Members**

Jaime Quiroga made a motion to approve the addition of two new Board members.

Shara Hegde seconded the motion.

Board members made general comments welcoming Jan Mazyck and Niña Rosete to the Board and thanked them for their service.

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

### **I. Welcome the Board Members and Add Them to Roll Call**

Board members welcomed Jan Mazyck and Niña Rosete to the Board. The Board Chair then conducted a second roll call recording attendance and established a quorum including Jan Mazyck and Niña Rosete as voting members for the remainder of the Board meeting.

## **II. Governance**

### **A. Brown Act Training**

General Counsel Tom Peraic conducted annual Brown Act training for Board members.

## **III. Consent Agenda**

### **A. Consideration of the Consent Agenda**

Claire Grissom made a motion to approve the consent agenda.

Shara Hegde seconded the motion.

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

#### **IV. Committee Assignments**

##### **A. Approval of 2024-25 Committee Assignments**

Niña Rosete made a motion to approve the 2024-2025 Committee assignments.

JP Anderson seconded the motion.

Dr. Young shared that the Development Committee will be phased out and that its function will be performed by the Navigator Schools Support Corporation (NSSC.) Dr. Young thanked Board member Chuck Daggs for his service on the Development Committee.

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

##### **B. Governance Committee**

Dr. Young shared updates from the most recent Governance Committee meeting, including the recommendation for the election of two new Board members and the approval of the East West Bank line of credit in the amount of \$9M.

#### **V. Topical**

##### **A. Beginning of Year School 2024-2025**

Kirsten Carr and Crystal O'Rourke presented Beginning of Year 2024-2025 information for the Board. There was a general discussion about Navi Impact, scholars on field trips, and valor circles. All Navigator principals presented the academic achievements at each of their schools, discussed chronic absenteeism, and goals from last year. Board member Jaime Quiroga congratulated WPS on their achievements, asked about dissemination practice around those achievements, and indicated that improved achievement data is necessary to support the growth strategy. Board member Chuck Daggs offered that coaching is often the biggest driver of teacher retention.

##### **B. Art & Music in Schools Annual Report**

Claire Grissom made a motion to accept and approve the annual report.

Niña Rosete seconded the motion.

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

##### **C. Declarations of Need**

Jaime Quiroga made a motion to approve the proposed Declarations of Need.

JP Anderson seconded the motion.

Director of People Support Melissa Alnas Alatorre presented the proposed Declarations of Need needed to meet necessary staffing requirements.

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

##### **D. CEO & Superintendent Amendment to Employment Agreement**

Nora Crivello made a motion to approve the amendment to the CEO & Superintendent's employment agreement to approve the mutual arbitration agreement.

Claire Grissom seconded the motion.

General Counsel shared that Dr. Young's employment agreement contained a ministerial error and this amendment corrects this error granting Dr. Young a 4% match on her retirement contributions, consistent with all other Navigator employees; and presented Dr. Young's mutual arbitration agreement for Board consideration.

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

## **VI. Closed Session**

### **A. Announcement of Closed Session Items**

JP Anderson made a motion to enter closed session.

Jaime Quiroga seconded the motion.

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

### **B. Closed Session**

The Board engaged in closed session discussions.

### **C. Announcement of Actions Taken During Closed Session**

The Board Chair announced that no actions were taken in closed session.

## **VII. 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 8:30 PM.

Respectfully Submitted,  
Nora Crivello

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## **Documents used during the meeting**

- Minutes - Regular Board Meeting (06.26.24).pdf
- Minutes - Special Board Meeting (06.26.24).pdf
- Jan\_Mazyck\_Bio (08.26.24).pdf
- Niña\_Rosete\_Bio (08.26.24).pdf
- ACLU Brown Act Fact Sheet (08.26.24).pdf
- Employee Handbook 2024-2025 (08.26.24).pdf
- Campus Search and Seizure Policy (08.26.24).pdf

- Immunization Policy (08.26.24).pdf
- Uniform Complaint Policy and Procedures - Revised (08.26.24).pdf
- Sharon Waller - ICA (08.26.24).pdf
- Therapy Zone 4 Kids - ICA (08.26.24).pdf
- Therapy Zone 4 Kidz - Exhibit A (08.26.24).pdf
- Bailey Jones - ICA (08.26.24).pdf
- San Benito COE - MOU re Vision Services (08.26.24).pdf
- Propostion 2 - BR\_2024-17 (08.26.24).pdf
- 2024-25 Committee Assignments (08.26.24).pdf
- Beginning of Year 2024-25 Board Report.pdf
- GPS AMS Annual Report.pdf
- HPS AMS Annual Report.pdf
- WPS AMS Annual Report.pdf
- HCC AMS Annual Report.pdf
- Declaration of Need Memo (08.26.24).pdf
- Declarations of Need 2024-2025 (08.26.24).pdf
- Amendment to Employment Agreement (08.26.24).pdf
- Mutual Arbitration Agreement - Dr. Caprice Young (08.26.24).pdf