

APPROVED



## Navigator Schools

### Minutes

#### Board Meeting

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#### Date and Time

Tuesday October 22, 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. 1365 Locust St., Denver Co 80220
  8. 5357 Federation Ct., San Jose, CA 95123 (Santa Clara County)
  9. 5 SW of 12th Avenue, Carmel, CA 939321
  10. Hotel Angeleno (conciierge) - 170 N. Church Lane, Los Angeles, CA 90049
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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**

Chuck Daggs (remote), Claire Grissom, Ian Connell (remote), JP Anderson (remote), Jaime Quiroga (remote), Jan Mazyck, Niña Rosete (remote), Nora Crivello, Shara Hegde (remote)

### **Directors Absent**

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None

### Guests Present

Ami Ortiz, Caprice Young, Christopher Copus (remote), Crystal O'Rourke (remote), Melissa Alatorre Alnas (remote), Noël Russell-Unterburger, Tina Hill (remote), 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 Tuesday Oct 22, 2024 at 6:14 AM.

### C. Public Comments

A member of the public appeared and made statements concerning his work history at Navigator. A second member of the public appeared and made statements in support of the first speaker.

### D. Opening Remarks of the Board Chair

The Board Chair recently toured GPS thanked Navigator and GPS staff for their efforts.

### E. Chief Executive Officer & Superintendent Update

Dr. Young offered that all four Navigator schools are outperforming state schools and that Navigator's schools' attendance has improved dramatically. She also shared the status on the ongoing facilities projects.

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

Claire Grissom made a motion to approve the minutes from Board Meeting on 08-26-24.

JP Anderson seconded the motion.

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

#### Roll Call

Shara Hegde Aye

Ian Connell Abstain

JP Anderson Aye

Chuck Daggs Aye

Claire Grissom Aye

Jan Mazyck Abstain

Jaime Quiroga Aye

Niña Rosete Aye

Nora Crivello Aye

## II. Consent Agenda

### A. Approval of the Consent Agenda

Jan Mazyck made a motion to approve the consent agenda.

Ian Connell seconded the motion.

The Board Chair pulled the Restated Articles of Incorporation off of the consent agenda for questions and discussion; after questions were answered, and the item was returned to the consent agenda and included in the motion. Consent agenda items passed by the Board are: 1. Financial Policies; 2. Restated Articles of Incorporation; 3. Independent Study Board Policy #112 (Amended); 4. Independent Study Written Agreement #113B (Amended); and 5. Scoot Education Agreement for Staffing Services.

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

## III. Committees

### A. Academic Success Committee

Crystal O'Rourke, interim Chief Academic Officer, shared her presentation from the Academic Committee. Board member Ian Connell commented that the presentation was very comprehensive and he thanked the entire academic team for their efforts.

### B. Governance Committee

No material updates reported to the Board.

### C. Finance Committee

No material updates reported to the Board.

## IV. Topical

### A. Growth Update

Dr. Young shared updates to the growth plan including the importance of quality to accompany the growth. Board member Ian Connell shared that he appreciated Navigator being thoughtful and not rushing and that 'green lighting' criteria should be established. Board member Chuck Daggs shared his views on relevant high school issues and Board member Claire Grissom emphasized the importance of local community colleges. Board member Jaime Quiroga shared that his focus on the quality of the schools and Board members JP Anderson and Shara Hegde agreed that further discussion at the Board retreat in January is merited.

### B. Consideration of Audit Extension Requests

Ian Connell made a motion to approve requests for audit extensions.

Shara Hegde seconded the motion.

Noël Russell-Unterburger, Chief Financial and Operating Officer, presented the issue to the Board.

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

**C. Consideration of Paylocity Guaranteed Pricing Addendum**

Claire Grissom made a motion to approve Paylocity Guaranteed Pricing Addendum.

Jaime Quiroga seconded the motion.

Noël Russell-Unterburger, Chief Financial and Operating Officer, presented the issue to the Board.

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

**D. Consideration of Canizales Group Proposal and Statement of Work**

Nora Crivello made a motion to approve Canizales Group Proposal and Addendum.

Claire Grissom seconded the motion.

Noël Russell-Unterburger, Chief Financial and Operating Officer, presented the issue to the Board.

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

**E. Presentation of Unaudited Actuals**

Noël Russell-Unterburger, Chief Financial and Operating Officer, presented the unaudited actuals for all four schools to the Board: GPS, HPS, WPS, and HC

**V. Closed Session**

**A. Announcement and Vote to Enter Closed Session**

Jan Mazyck made a motion to enter closed.

Jaime Quiroga seconded the motion.

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

**B. Closed Session**

The Board engaged in closed session discussions.

**C. Return to Open Session**

The Board Chair reported that no actions were taken.

**VI. Closing Items**

**A. Adjourn Meeting**

Claire Grissom made a motion to adjourn meeting.

JP Anderson seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:30 PM.

Respectfully Submitted,  
Nora Crivello

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### **Documents used during the meeting**

- CEO\_Supt Board Update October 22, 2024.pdf
- Financial Policies (10.22.24).pdf
- Restated Articles of Incorporation (10.22.24).pdf
- Independent Study Board Policy #112 (Amended - 10.22.24).pdf
- Independent Study Written Agreement #113 (Amended - 10.22.24).pdf
- Scoot Education Agreement for Staffing Services (10.22.24).pdf
- Academic Success Committee Update (10.22.24).pdf
- CLA Letter to Board re Audit Extensions (10.22.24).pdf
- Audit Extension Request - GPS (10.22.24).pdf
- Audit Extension Request - HPS (10.22.24).pdf
- Audit Extension Request - WPS (10.22.24).pdf
- Audit Extension Request - HC (10.22.24).pdf
- Paylocity Guaranteed Pricing Addendum (10.22.24).pdf
- Canizales Group Proposal and SOW (10.22.24).pdf
- DEIA Summary (10.22.24).pdf
- GPS Unaudited Actuals 2023-24 (10.22.24).pdf
- HPS Unaudited Actuals 2023-24 (10.22.24).pdf
- HC Unaudited Actuals 2023-24 (10.22.24).pdf
- WPS Unaudited Actuals 2023-24 (10.22.24).pdf