

APPROVED



## Navigator Schools

### Minutes

#### Board Meeting

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**Date and Time**

Thursday December 19, 2024 at 6:00 PM

**Location**

Gilroy Prep School: 277 IOOF Avenue, Gilroy, CA 95020

Join Zoom Meeting

<https://navigatorschools.zoom.us/j/95890954503?pwd=h1An8ohUc5ONeS0GaBbBgce6MBDyH1.1>

Meeting ID: 958 9095 4503

Passcode: 092051

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One tap mobile

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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.

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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. 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. Monte Verde 5 SW of 12th, Carmel-by-the-Sea, CA 93921

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, Nora Crivello, Shara Hegde (remote)

### **Directors Absent**

Niña Rosete

### **Guests Present**

Alex Heredia (remote), Ami Ortiz (remote), Anthony Di Vittorio, Caprice Young, Crystal O'Rourke (remote), David LeBarre (remote), Gabriela Roldan (remote), Kirsten Carr, Melissa Alatorre Alnas (remote), Neena Goswamy (remote), Norma Knox (remote), Noël Russell-Unterburger, Quincy Long (remote), Tina Hill (remote), Tom Peraic (remote)

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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 Thursday Dec 19, 2024 at 6:03 PM.

### C. Public Comments

There were no public comments.

### D. Opening Remarks of the Board Chair

Nora Crivello, Board Chair, recognized Navigator's recent academic successes, thanked Board members Claire Grissom and Jan Mazcyk for attending the meeting in Gilroy to ensure a local physical quorum in Santa Clara County, and acknowledged the finance team's hard work.

### E. Chief Executive Officer & Superintendent Update

Dr. Caprice Young, Chief Executive Officer & Superintendent, shared updates including progress on Navigator's WIG, Navigator's enrollment status, and the finance team's recent work.

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

Claire Grissom made a motion to approve the minutes from Board Meeting on 10-22-24. Ian Connell seconded the motion. The board **VOTED** unanimously to approve the motion.

### G. Approval of New Board Member (GPS parent representative)

Nora Crivello made a motion to elect Anthony Di Vittorio to the Navigator Board of Directors. Chuck Daggs seconded the motion. The board **VOTED** unanimously to approve the motion.

### H. Welcome New Board Member (GPS parent representative)

The Board welcomed Anthony Di Vittorio as a new Board member and GPS parent representative.

## II. Consent Agenda

### A. Approval of the Consent Agenda

Nora Crivello made a motion to approve consent agenda items 1-2.

Ian Connell seconded the motion.

The Consent Agenda was approved as to item 1 (Receive/File Annual P1 Report) and item 2 (Reimbursement Resolution; item 3 (Dissolution of Development Committee) was taken off of the Consent Agenda at the request of the CEO & Superintendent so that the fundraising function stays under the auspices of the Development Committee.

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

**Roll Call**

Jaime Quiroga Aye

Jan Mazyck Aye

Nora Crivello Aye

JP Anderson Abstain

Chuck Daggs Aye

Niña Rosete Absent

Claire Grissom Aye

Ian Connell Aye

Shara Hegde Aye

**III. Committees**

**A. Academic Success Committee Report**

Dr. Caprice Young  
partner potential in Orange, Dr. Kim Santiago Canyon supportive board  
more in January

**B. Governance Committee Report**

Dr. Young shared that the Governance Committee enjoyed meeting Anthony Di Vittorio and that she is very pleased he is on the Navigator Board. The Governance Committee also approved two architectural contracts over \$50,000.

**C. Finance Committee**

Noël Russell-Unterburger shared updates from the Finance Committee with the Board.

**IV. Topical**

**A. Enrollment Process Report**

Kirsten Carr, Director of Community Engagement and Partnerships, presented a report on current enrollment and efforts to strengthen the enrollment processes.

**B. Facilities Update**

Noël Russell-Unterburger, Chief Financial & Operating Officer, provided an update on the status of the facilities projects.

### **C. Update on Legislative Changes for 2025**

Tom Peraic, General Counsel, presented a report on the legislative changes relevant to Navigator Schools for 2025.

## **V. Closed Session**

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

JP Anderson made a motion to enter closed session.  
Claire Grissom 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 reported out as follows:

- 1) The Board ratified that General Counsel will transition from full time employment to independent contractor status; and,
- 2) The Board instructed the CEO or designee to notify the landlord at 18 West Beach Street that Navigator will not remove contingencies by December 31, 2024.

## **VI. 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**

- CEO Board Update Presentation 2024 12 19.pdf
- Anthony\_Di\_Vittorio\_-\_Board\_of\_Directors\_Application\_and\_Resume\_\_11.15.24.pdf
- First\_Interim\_2024-25\_HPS.pdf
- First\_Interim\_2024-25\_GPS.pdf
- First\_Interim\_2024-25\_WPS.pdf

- First\_Interim\_2024-25\_HCC.pdf
- Reimbursement Resolution - BR\_2024-18 (12.19.24).pdf
- NS\_Academic\_Success\_Committee\_Dec\_2024\_CA\_Dashboard\_Overview.pdf
- NS\_Academic\_Success\_Committee\_Dec\_2024\_WIG\_and\_Unit\_1\_Data.pdf
- NS\_Academic\_Success\_Committee\_Dec\_2024\_-\_High\_School\_Plan.pdf
- Navigator\_Governance\_Discussion\_and\_Recommendation\_\_11.15.2024.pdf
- Navigator\_Schools\_2024\_Q1\_Update\_.pptx.pdf
- Enrollment Board Update Slides Dec 2024.pptx