



Navigator Schools

Board Meeting

Date and Time

Monday February 10, 2025 at 6:00 PM PST

Location

Gilroy Prep School: 277 I O O F Ave, Gilroy, CA 95020

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).

Meeting ID: 910 4405 8986

Passcode: 767736

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. 1365 Locust St., Denver CO 80220
 7. 5357 Federation Ct., San Jose, CA 95123 (Santa Clara County)
 8. 3410 Moraga Boulevard, Lafayette, CA 94549
 9. 857 West Cove Way, Sacramento, CA 95831
-

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.

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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.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			

	Purpose	Presenter	Time
A.	Record Attendance and Guests The Board Chair will record attendance and establish a quorum via roll call.	Board Chair	1 m
B.	Call the Meeting to Order The Board Chair will call the meeting to order.	Board Chair	1 m
C.	Public Comments The Board will receive public comments regarding non-agenda items, if any, following expectations and time limits reviewed by the Board Chair.	Board Chair	3 m
D.	Opening Remarks of the Board Chair Nora Crivello, Board Chair, will provide opening remarks.	Board Chair	5 m
E.	Chief Executive Officer & Superintendent Update Dr. Caprice Young, Chief Executive Officer & Superintendent, will provide updates.	Caprice Young	5 m
F.	Approve Minutes from Previous Regular Board Meeting Approve minutes for Board Meeting on December 19, 2024	Approve Minutes Board Chair	1 m
G.	Approve Minutes from Previous Board Meeting Approve minutes for Board Retreat on January 25, 2025	Approve Minutes Board Chair	1 m
II.	Consent Agenda		6:17 PM
A.	Approval of the Consent Agenda The Board will vote on the approval of the Consent Agenda: 1. Appointment of Anthony Di Vittorio to the Academic Success Committee 2. Amendment of Independent Study Board Policy #112 3. Receipt of Mid-Year LCAP 4. Amend the school calendar to align with later SBAC testing dates Proposed Motion: Approve the Consent Agenda	Vote Tom Peraic	5 m
III.	Committees		6:22 PM
A.	Academic Success Committee Report	FYI Crystal O'Rourke	5 m

	Purpose	Presenter	Time	
Crystal O'Rourke, Interim Chief Academic Officer, will provide a summary of the most recent Academic Success Committee meeting.				
B.	Governance Committee Report	FYI	Caprice Young	5 m
Dr. Caprice Young, CEO & Superintendent, will provide a summary of the most recent Governance Committee Meeting.				
C.	Development Committee	FYI	Shun Dorsey	5 m
Shun Dorsey, Staff Lead of the Development Committee, will provide a summary of the most recent Development Committee Meeting.				
IV.	Finance			6:37 PM
A.	Mid-Year Budget Revision	Vote	Noël Russell-Unterburger	30 m
Noël Russell Unterburger, Chief Financial & Operating Officer, will present a Revised 2024-25 Budget for board review and approval.				
B.	Building Hope Terms Sheet/Financing	Vote	Noël Russell-Unterburger	15 m
Noël Russell Unterburger, Chief Financial & Operating Officer, will present the Building Hope Terms and Financing for board approval.				
The recommended motion is to delegate to the CEO authority to complete the financing.				
V.	Topical			7:22 PM
A.	Formation of Organizational Effectiveness AdHoc Committee	Vote	Nora Crivello	5 m
Nora Crivello, Board Chair, will request approval of the creation of an AdHoc Committee to study and advise the Board on follow-up items from the board retreat and ongoing organizational effectiveness.				
VI.	Closed Session			7:27 PM
A.	Announcement and Vote to Enter Closed Session	FYI	Board Chair	1 m

	Purpose	Presenter	Time
The Board Chair will announce the reason for the closed session and the Board will vote to enter the closed session:			
A. Conference with Legal Counsel (Anticipated Litigation, Gov't Code § 54956.9(b)) - 1 case			
Proposed Motion: Enter Closed Session			
B. Closed Session	Discuss	Board Chair	30 m
The Board will engage in closed session discussions.			
C. Return to Open Session	FYI	Board Chair	1 m
The Board Chair will announce action taken during the closed session, if any.			
VII. Closing Items			7:59 PM
A. Adjourn Meeting	FYI	Board Chair	1 m
The Board Chair will adjourn the Board meeting.			

Coversheet

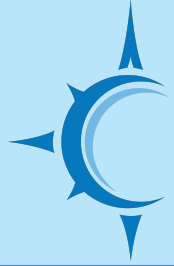
Chief Executive Officer & Superintendent Update

Section:	I. Opening Items
Item:	E. Chief Executive Officer & Superintendent Update
Purpose:	FYI
Submitted by:	
Related Material:	Board Update Presentation 2025 02 10.pdf



CEO and Superintendent Update

February 10, 2025



WIG: Wildly Important Goal Multilingual Learner Progress

The unit 2 tests show multilingual learners progressing well

- All school sites have been focusing on increasing opportunities for structured student talk, which is a strategy that supports our Multilingual Learners.
- In true Navi fashion, Gilroy Prep made a school wide challenge called the "Turn and Talk" Games (like The Hunger Games but academic and friendly) where teachers submit videos of structured student talk and get points.
- MLL students take the ELPAC instead of the SBAC
- We are systematically exposing them to the types of questions they will see on the test so they know what to expect
- And, we're trying to make it fun!



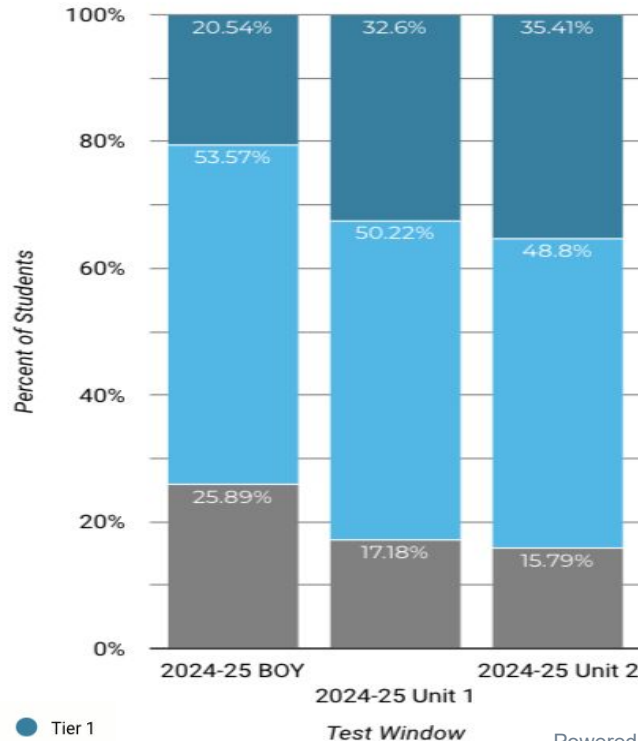
(photo 5th grade Hayward Collegiate students engaging in the structured student talk strategy, "QSSSA")





Network wide Navigator has seen a 14% growth in Tier 1 and a 10% decrease in Tier 3 on the STAR Early Literacy assessment for MLLs

STAR Early Literacy Assessment – MLL students



Growth:

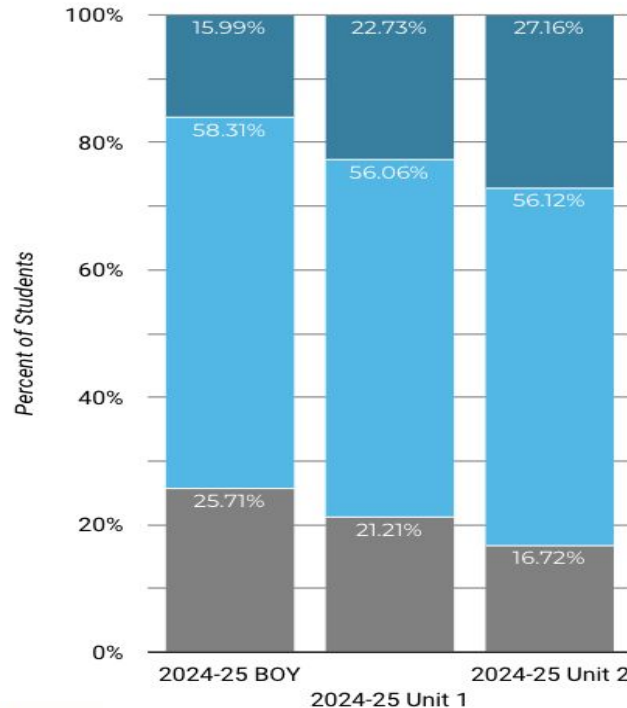
Tier One: 14% Growth (21% to 35%) Since BOY.

Tier Three: 10% Decrease (26% to 16%) since BOY.



Network wide Navigator has seen a 11% growth in Tier 1 and a 9% decrease in Tier 3 on the STAR Reading assessment for MLLs

STAR Reading Assessment - MLL Students



Growth:

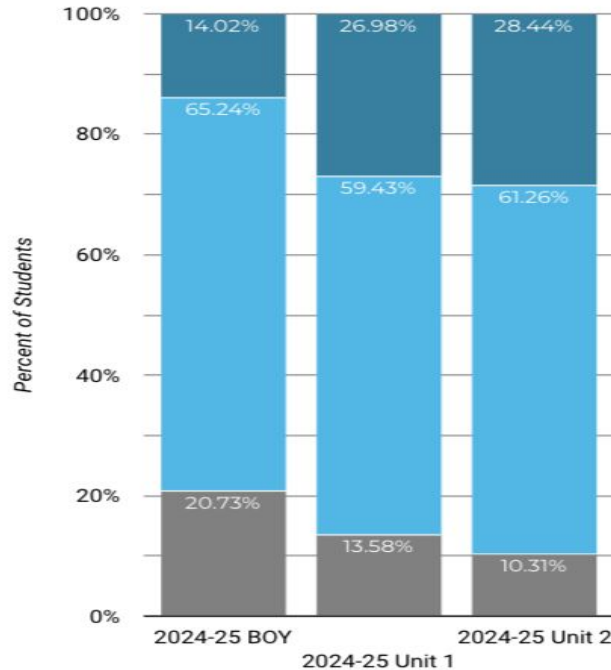
Tier One: 11% Growth (16% to 27%) Since BOY.

Tier Three: 9% Decrease (26% to 17%) since BOY.



Network wide Navigator has seen a 14% growth in Tier 1 and a 11% decrease in Tier 3 on the STAR Math assessment for MLLs

STAR Math Assessment – MLL students



Growth:

Tier One: 14% Growth (14% to 28%) Since BOY.

Tier Three: 11% Decrease (21% to 10%) since BOY.



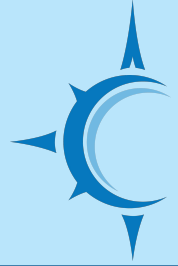
Enrollment

Enrollment has risen from 1,843 to 1,877

Schools	Budgeted Enrollment	Census Day	Revised Budget Goal (12/24)	Enrollment as of 2/3/2025	Increase since Census Day	Enroll Assumed in the Mid-Year Budget for Q3 and Q4
GPS	588	587	588	586	-1	588
HCC	264	231	247	247	16	247
HPS	540	537	540	540	3	540
WPS	528	488	516	504	16	500
Total	1,920	1,843	1,891	1,877	34	1,875

Enrollment has rebounded some since December

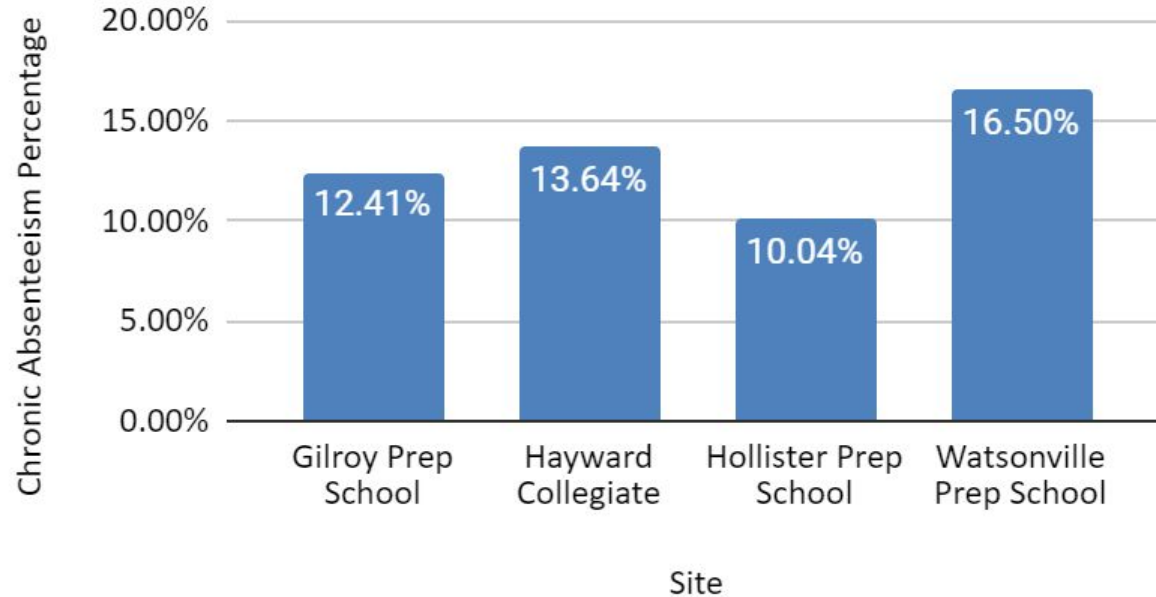


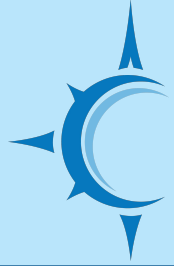


Chronic Absenteeism

Chronic Absenteeism by site is trending (as of 12/16/2024) lower than last year

Chronic Absenteeism Percentage vs. Site





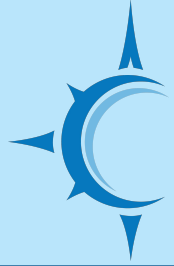
Facilities Update

GPS and HC projects will be complete by June

(changes in italics)

Project	Timeline (Duration)	Completion Date	Status	Column 1
HCC Portables	18 months	November, 2024	Completed	<i>All students are in the new classrooms; PG&E is expected to finish by the end of March 2025</i>
GPS Portables	18 months	<i>January, 2024</i>	Completed	All students are in the new classrooms
GPS Play Area	19 months	May, 2025	Delayed	Play equipment was delayed in ordering/shipping
WPS Beach St	6 months	August, 2025	<i>Delayed; at risk</i>	Watsonville City has agreed to expedite permits; very tight goal of getting 2 classrooms and cafeteria habitable by students by August 1, 2025.
HPS Site	unknown	unknown	Delayed	CUP to be submitted February 2025; Navigator does not yet control the site; Prop 39 request has been submitted for 2025-26





Funding: Budget and Cash Flow

At this meeting, the board will consider a mid-year revision to the 2024-25 budget

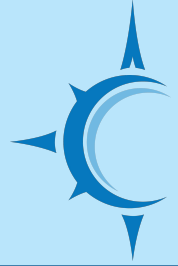
	2024-25 Board Approved Budget	2024-25 Budget Reforecast (resourced from Edtec)	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment	1920	1848	1875	-45	-2%
ADA	1812	1750	1763	-49	-3%
ADA %	94%	95%	94%		
REVENUE:					
LCFF Revenue	\$ 23,514,681	\$ 22,803,283	\$ 22,809,411	\$ (705,270)	-3%
Federal Revenue	2,031,621	1,634,119	1,476,994	(554,626)	-27%
Other State Revenue	6,947,634	6,686,382	6,665,593	(282,041)	-4%
Local Revenue	249,300	249,300	249,300	-	0%
Donations & Grants	542,000	1,552,305	1,694,188	1,152,188	213%
CMO Management Fees	3,757,921	4,422,654	3,280,425	(477,496)	-13%
Reserves Allocation	-	-	-	-	0%
Total Revenue	37,043,157	37,348,043	36,175,911	(867,246)	-2%
EXPENDITURES:					
Compensation	\$ 20,760,645	\$ 19,816,095	\$ 21,025,066	\$ 264,421	1%
Benefits & Taxes	5,048,985	5,817,514	6,438,069	1,389,084	28%
Books & Supplies	1,928,870	1,843,209	1,092,455	(836,415)	-43%
Services & Other Operating Expense	4,537,383	5,583,194	5,081,108	543,725	12%
CMO Management Fees	3,757,921	4,422,654	3,280,424	(477,497)	-13%
Capital Outlay	830,114	498,763	78,983	(751,131)	-90%
Total Expenditures	36,863,918	37,981,429	36,996,106	132,188	0%
Revenue Less Expenditures	\$ 179,239	\$ (633,386)	\$ (820,194)	\$ (999,433)	-134%

- Our budget deficit has declined from \$4.6m in 2023-2024 to \$820k in 2024-25
- Reductions in expenditures since November have allowed us to realize savings
- Increases in enrollment have helped solidify slightly increased revenue



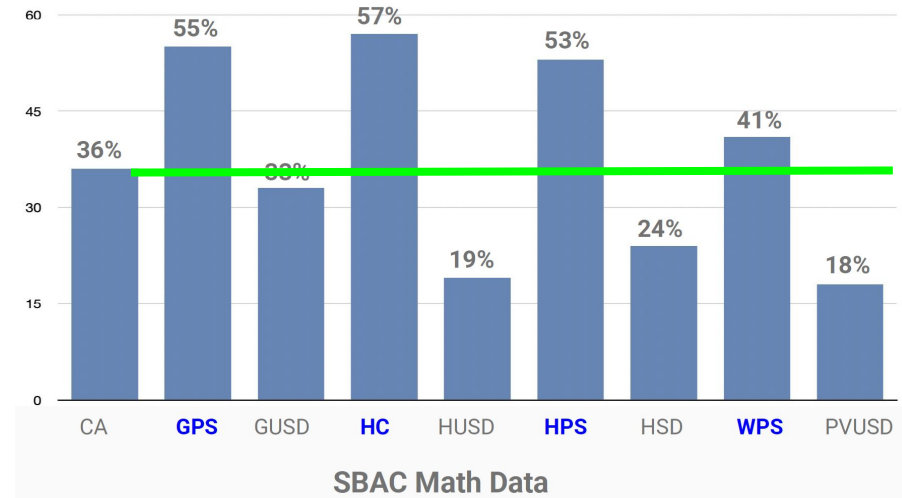
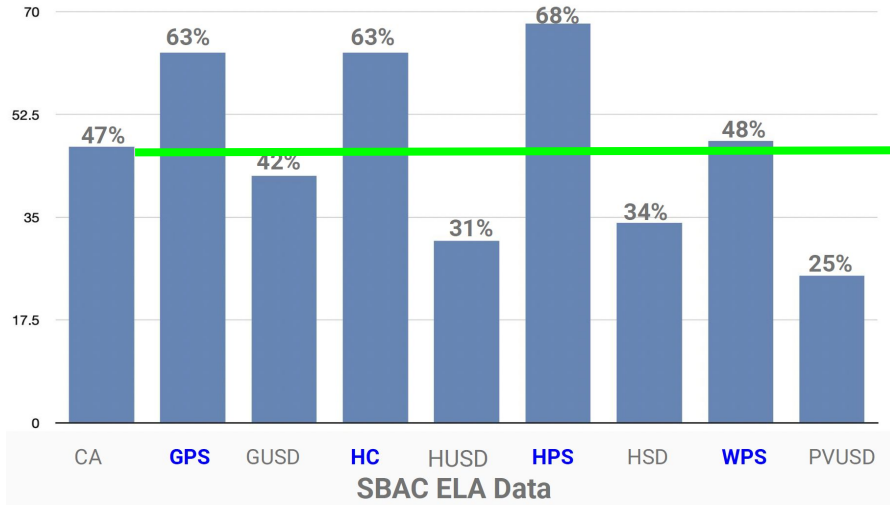
With the revised budget, our projected cash flow is positive through the end of the year

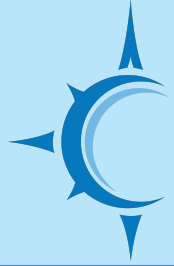
		Navigator Schools Monthly Cash Forecast 2/06/2025													
		2024-25 Actuals & Forecast													
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Forecast	Mar Forecast	Apr Forecast	May Forecast	Jun Forecast	Forecast	Remaining Balance
Beginning		3,790,929	434,405	321,471	976,507	2,120,650	3,136,261	1,901,908	2,460,393	3,773,353	4,907,410	4,836,738	3,697,454		
REVENUE															
	LCFF Entitlement	804,533	845,197	1,001,383	2,091,297	1,289,262	1,122,467	1,750,068	1,776,316	2,539,774	2,294,252	2,064,471	2,064,471	22,809,411	3,165,921
	Federal Revenue	92,583	24,851	196,675	337,079	79,522	319,782	634,027	160,311	35,513	156,543	160,311	35,513	1,476,994	(755,716)
	Other State Revenue	216,486	763,207	304,060	229,107	331,123	297,978	361,506	515,067	409,624	409,624	708,172	1,368,749	6,665,593	750,891
	Other Local Revenue	17,579	95,758	1,236,660	133,989	68,591	146,522	210,374	4,897	1,110,560	4,897	4,897	1,110,560	3,529,725	423,567
	Fundraising & Grants	98,500	887,500	-	-	1,217,862	-	2,395	-	-	-	-	-	2,300,753	94,496
	TOTAL REVENUE	1,229,682	2,616,513	2,738,777	2,791,471	2,986,360	1,886,748	2,958,370	2,456,591	4,095,472	2,865,316	2,937,850	4,579,293	36,782,476	2,640,033
EXPENSES															
	Certificated Salaries	689,140	681,659	866,997	863,501	842,709	832,895	783,770	783,770	783,770	783,770	1,257,290	794,763	11,032,534	1,068,497
	Classified Salaries	453,662	536,307	931,191	928,276	911,455	878,663	709,366	709,366	709,366	709,366	1,376,994	1,376,994	10,426,905	195,901
	Employee Benefits	438,728	353,893	512,771	523,669	492,318	479,559	514,835	502,693	502,693	477,266	477,266	293,078	6,549,129	980,359
	Books & Supplies	158,113	187,294	244,414	180,216	169,688	182,039	67,430	114,663	114,663	114,663	114,663	111,950	1,092,455	(667,342)
	Services & Other Operating Expenses	1,313,345	599,408	1,634,381	690,997	575,368	1,590,322	314,869	314,869	314,869	314,869	314,869	314,869	8,386,533	93,500
	Capital Outlay & Depreciation	3,822	3,824	3,824	3,824	-	-	-	3,824	3,824	3,824	3,824	3,824	78,982	44,570
	Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	TOTAL EXPENSES	3,056,810	2,362,386	4,193,579	3,190,482	2,991,538	3,963,478	2,390,269	2,429,185	2,429,185	2,403,758	3,544,906	2,895,478	37,566,538	1,715,485
Operating		(1,827,128)	254,127	(1,454,801)	(399,012)	(5,178)	(2,076,730)	568,100	27,405	1,666,287	461,559	(607,055)	1,683,815	(784,062)	924,549
	Accounts Receivable	1,529,987	190,108	589,799	132,468	413	-	1,072	1,049,197	-	-	-	-	-	-
	Construction In Progress outflow	(3,059,382)	(1,597,168)	(79,962)	(626,892)	(54,623)	(257,623)	(10,687)	(213,643)	(1,032,230)	(1,032,230)	(1,032,230)	-	(8,996,670)	-
	Prop 51 Reimbursement	-	1,040,000	1,600,000	2,037,578	1,075,000	1,100,000	-	450,000	500,000	500,000	500,000	4,129,910	-	-
	Line of Credit Draw	-	-	-	-	-	-	-	-	-	-	-	(4,129,910)	-	-
	Building Hope Bridge	-	-	-	-	-	-	-	-	-	(Anticipated Availability)	-	-	-	-
Ending Cash		434,405	321,471	976,507	2,120,650	3,136,261	1,901,908	2,460,393	3,773,353	4,907,410	4,836,738	3,697,454	3,514,451		
Days Cash on Hand		4	3	9	21	31	19	24	37	48	47	36	34		
LOC															
Availability over \$ time	9,000,000	9,000,000	7,960,000	6,360,000	4,322,422	3,247,422	2,147,422	2,147,422	1,697,422	1,197,422	697,422	197,422	4,327,332		



Authorizer Relations

All of our schools meet the academic benchmark required for renewal





School News

In January, Navigator welcomed school teams back from the Holiday Break & 2025 was kicked-off with an engaging professional development day!

WELCOME BACK

2025



Last week, Navigator scholars & staff celebrated our 100th day of school!





This past month our 6th grade Hawks showcased their science fair projects to all HC scholars!





Our MLL Coordinator & team hosted a virtual informational night for families to learn more about the ELPAC test.

English Language Proficiency Assessments for California (ELPAC) Information Night

Is your student an English Learner? They'll soon take the yearly ELPAC assessment, which measures their progress in English. Join us to discover why this assessment matters, what it means for your student's future, and how you can support their success.

When:

1/15/25 5:00-6:00 PM

The Zoom link will be posted via Parentsquare.

Information will be presented in Spanish and will also be available in English.

The event will be recorded for families who aren't able to make it!

Any questions? Email Ashley.Zentz@Navigatorschools.org

Noche informativa sobre las evaluaciones del dominio del inglés en California (ELPAC)

¿Su hijo es estudiante de aprendizaje de inglés? Pronto realizarán la evaluación anual ELPAC, que mide su progreso en inglés. Únase a nosotros para descubrir por qué esta evaluación es importante, lo que significa para el futuro de su estudiante, y cómo se puede apoyar su éxito.

When:

1/15/25 5:00-6:00 PM

El enlace Zoom se publicará a través de Parentsquare.

La información se presentará en español y también estará disponible en inglés.

El programa se grabará para las familias que no puedan asistir.

¿Tiene alguna pregunta?
Envíe un correo electrónico a Ashley.Zentz@Navigatorschools.org

In this session, we covered:

- ✓ What is the ELPAC test is and why is it important?
- ✓ How does this test support your child's English learning journey?
- ✓ Tips and resources to help your child succeed!



WPS welcomed *Inside Education*, a team of education & non-profit leaders throughout Santa Cruz County, to check out our Navigator model.



Thank You!



Navigator Schools

Charting a new course in education

Caprice Young, Ed.D.

CEO and Superintendent

(831)833-6627

Caprice.Young@navigatorschools.org

Coversheet

Approve Minutes from Previous Regular Board Meeting

Section:	I. Opening Items
Item:	F. Approve Minutes from Previous Regular Board Meeting
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Board Meeting on December 19, 2024

APPROVED



Navigator Schools

Minutes

Board Meeting

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

One tap mobile

+13126266799,,95890954503#,,,,*092051# US (Chicago)

+16468769923,,95890954503#,,,,*092051# US (New York)

Dial by your location

• +1 312 626 6799 US (Chicago)

• +1 646 876 9923 US (New York)

• +1 646 931 3860 US

• +1 301 715 8592 US (Washington DC)

• +1 305 224 1968 US

• +1 309 205 3325 US

• +1 669 900 6833 US (San Jose)

- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US

Meeting ID: 958 9095 4503

Passcode: 092051

Find your local number: <https://navigatorschools.zoom.us/j/95890954503>

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ID: 958 9095 4503

Passcode: 092051

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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)

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

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

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

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

Coversheet

Approve Minutes from Previous Board Meeting

Section:	I. Opening Items
Item:	G. Approve Minutes from Previous Board Meeting
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Board Retreat on January 25, 2025

APPROVED



Navigator Schools

Minutes

Board Retreat

Date and Time

Saturday January 25, 2025 at 9:00 AM

Location

Gilroy Prep School: 277 I.O.O.F Ave, Gilroy, CA 95020

Laura Marco is inviting you to a scheduled Zoom meeting.

Topic: Board Retreat

Time: Jan 25, 2025 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://navigatorschools.zoom.us/j/97312063121?pwd=dDqboSRH0FlxmQK3fuVGs8cYa88mQI.1>

Meeting ID: 973 1206 3121

Passcode: 761060

One tap mobile

+13052241968,,97312063121#,,,,*761060# US

+13092053325,,97312063121#,,,,*761060# US

Dial by your location

• +1 312 626 6799 US (Chicago)

• +1 646 876 9923 US (New York)

• +1 301 715 8592 US (Washington DC)

• +1 346 248 7799 US (Houston)

- +1 669 900 6833 US (San Jose)
- +1 253 215 8782 US (Tacoma)

Meeting ID: 973 1206 3121

Passcode: 761060

Find your local number: <https://navigatorschools.zoom.us/j/97312063121>

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.

Meeting ID: 973 1206 3121

Passcode: 761060

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. 27324 Dobbels Avenue, Hayward, CA 94542

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.

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Directors Present

Anthony Di Vittorio, Chuck Daggs, Claire Grissom, Ian Connell, Jaime Quiroga, Jan Mazyck, Niña Rosete, Nora Crivello, Shara Hegde

Directors Absent

JP Anderson

Guests Present

Caprice Young, Crystal O'Rourke, Justin Steiner (remote), Kirsten Carr, Noël Russell-Unterburger, Tina Hill, Tom Peraic

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 Saturday Jan 25, 2025 at 9:08 AM.

C. Public Comments

There were no public comments.

D.

Opening Remarks of the Board Chair

Same body of evidence. A lot of newness and a lot of tenure. Noses in and hands out.

E. CEO & Superintendent Update

Dr. Young shared her appreciation of the Board and the Navigator staff.

II. Board Retreat

A. Overview of the political and economic picture for charter schools

Dr. Young, along with Board Member Shara Hegde, presented an overview of the political and economic picture for charter schools, especially in California.

B. Navigator Schools: Then and Now

Nora Crivello, Board Chair, Kirsten Carr, Director of Engagement & Partnerships for Navigator Schools, and Crystal O'Rourke, Interim Chief Academic Officer, discussed how Navigator Schools has evolved between 2018 and now.

C. Navigator Schools Success: Keeping our promises to our school communities

Crystal O'Rourke, Interim Chief Academic Officer of Navigator Schools, along with other members of the Navigator Schools Support Office Staff, presented the critical ingredients to Navigator's success.

D. Navigator Schools High School Presentation

Dr. Caprice Young, CEO & Superintendent, along with Claire Grissom, Member of the Board, presented Navigator Schools High School Presentation.

E. Navigator Schools' Financial Position

Noël Russell-Unterburger, Chief Financial and Operating Officer, along with Ian Connell, Member of the Board, reviewed Navigator Schools' financial position and future outlook.

F. Updated Growth Plan

Nora Crivello, Board Chair, along with Dr. Young, went over Navigator's revised plan for growth during a time of some uncertainty and how Navigator has built capacity.

III. Closing Items

A. Conclusion & Wrap Up

Nora Crivello, Board Chair, thanked all who participated in the retreat.

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:00 PM.

Respectfully Submitted,
Nora Crivello

Documents used during the meeting

- Board Retreat Slides 2025 01 25.pdf
- High School Presentation 2025 01 25.pdf
- Finance Committee 2025 01 16.pdf
- Board Retreat 2024 01 20 Growth Hypothesis.pdf
- Navigator Schools Growth Plan Update.pdf
- Navigator Schools Growth Plan for Discussion.pdf

Coversheet

Approval of the Consent Agenda

Section: II. Consent Agenda
Item: A. Approval of the Consent Agenda
Purpose: Vote
Submitted by: Tom Peraic
Related Material:
#112 - Navigator Independent Study Board Policy (Amended - 02.10.25).pdf
Navigators 2024-20245 - Mid Year LCAP.pdf
24-25 GPS Academic.pdf

BACKGROUND:

1. Anthony Di Vittorio joined the Navigator Board of Directors on December 19, 2024 as the GPS Parent Representative. The GPS Parent representative had previously been a member of the Academic Success Committee and the spot has been reserved for the incoming GPS Parent representative. Committee membership assignments are reviewed and appointed annually by the Board of Directors.

2. The proposed amendment to the Independent Study Board Policy #112 concerns expansion of independent studies opportunities to those students who are subject to suspended expulsions, in an effort to keep those students engaged in their education and as an alternative to expulsion from Navigator Schools.

RECOMMENDATION:

1. Appoint Anthony Di Vittorio to the Academic Success Committee

2. Amend Independent Study Board Policy #112

Board Policy #: 112

Adopted/Ratified: December 12, 2023

Revision Date: February 10, 2025

NAVIGATOR INDEPENDENT STUDY POLICY

Navigator School (“Navigator” or “Charter School”) may offer independent study to meet the short or long-term educational needs of students enrolled in the Charter School as follows Independent study is an optional educational alternative in which no student may be required to participate and is designed to teach the knowledge and skills of the core curriculum. The Charter School shall provide appropriate existing services and resources to enable students to complete their independent study successfully. The following written policies have been adopted by the Navigator Board of Directors for implementation at the Charter School:

1. The Board authorizes students with short term independent study, defined as absences with a minimum of one (1) school day and no more than fifteen (15) consecutive school days. The Board authorizes students with long term independent study, defined as absences with a minimum of fifteen (15) or more consecutive school days in one (1) school year. No independent study agreement shall be valid for any period longer than one (1) school year. The Charter School will consult with the student’s parent or guardian to determine the appropriate length of time, and request, but not require, a commitment to participate in independent study that is aligned with the Charter School’s grading term or other length of time deemed to be in the best academic interest of the student. For all Charter School, the maximum length of time that may elapse between the time an assignment is made and the due date by which the student must complete the assignment shall be ten (10) school days.

2. For pupils in all grade levels and programs offered by the Charter School, the maximum length of time that may elapse between the time an assignment is made and the date by which the pupil must complete the assigned work shall be 3 school days.

3. Long term independent study may be offered at the discretion of the Site Leader (“SL”) of a Charter School. The SL’s considerations may include, but are not limited to, budgetary, staffing, and other operational considerations for their school.
 - a. When any student fails to complete three (3) independent study assignments during any period of ten (10) school days or misses two (2) consecutive appointments with the supervising teacher without valid excuse.

 - b. In the event a pupil’s educational progress falls below satisfactory levels as determined by Navigator multi-tiered system of support which considers all of the following indicators:
 - i. The student’s achievement and engagement in the independent study

program, as indicated by the student's performance on applicable student level measures of student achievement and student engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5);

- ii. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments;
- iii. Learning required concepts, as determined by the supervising teacher; and,
- iv. Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim student record. The record shall be maintained for a period of three (3) years from the date of the evaluation and, if the student transfers to another California public school, the record shall be forwarded to that school.

4. The Charter School shall provide content aligned to grade level standards that is substantially equivalent to in-person instruction.

5. The Charter School have adopted tiered reengagement strategies for all students who are not generating attendance for more than three (3) school days or sixty percent (60%) of the instructional days in a school week, or who are in violation of the written agreement pursuant to Education Code Section 51747(g). These procedures are as follows:

- a. All students who are not generating attendance for more than 10 percent of required minimum instructional time over four continuous weeks of the Charter School's approved instructional calendar;
- b. Students found not participatory in synchronous instructional offerings pursuant to Education Code Section 51747.5 for more than 50 percent of the scheduled times of synchronous instruction in a school month as applicable by grade span; or
- c. Students who are in violation of the written agreement pursuant to Education Code Section 51747(g).

These procedures shall include local programs intended to address chronic absenteeism, as applicable, with at least all of the following:

- a. Verification of current contact information for each enrolled student;
- b. Notification to parents or guardians of lack of participation within one (1) school day of the recording of a nonattendance day or lack of participation;
- c. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary; and

d. A clear standard for requiring a student-parent-educator conference to review a student's written agreement, and reconsider the independent study program's impact on the student's achievement and well-being, consistent with the policies adopted pursuant to paragraph (4) of subdivision (g) of Education Code Section 51747.

6. For independent study, teachers will send standardized materials to the parent/guardian for student completion. For long term independent study, the following plan shall be in place in accordance with Education Code Section 51747(e) for synchronous instruction and live interaction:

a. For pupils in transitional kindergarten through grade 3, inclusive, the Charter School shall provide opportunities for daily synchronous instruction for all pupils throughout the school year by each pupil's teacher or teachers of record.

b. For pupils in grades 4-8, inclusive, the Charter School shall provide opportunities for daily live interaction between the pupil and a certificated or non-certificated employee of the Charter School and at least weekly synchronous instruction for all pupils throughout the school year by each pupil's teacher or teachers of record.

7. The Charter School shall assist families to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case, later than five (5) instructional days, back to in-person instruction.

8. A current written agreement shall be maintained on file for each independent study student, including but not limited to, all of the following:

a. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent or guardian regarding a student's academic progress;

b. The objectives and methods of study for the student's work, and the methods used to evaluate that work;

c. The specific resources, including materials and personnel, that will be made available to the student. These resources shall include confirming or providing access to all students to the connectivity and devices adequate to participate in the educational program and complete assigned work;

d. A statement of the policies adopted pursuant to Education Code Section 51747 subdivisions (a) and (b) regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether or not the student should be allowed to continue in independent study;

e. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year;

f. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion;

g. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the student's individualized education program or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), students in foster care or experiencing homelessness, and students requiring mental health supports;

h. The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no student may be required to participate. In the case of a student who is referred or assigned to any school, class, or program pursuant to Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through independent study only if the student is offered the alternative of classroom instruction; and,

i. For a pupil participating in an independent study program that is scheduled for more than 15 school days, each written agreement shall be signed, before the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the pupil, as applicable. For a pupil participating in an independent study program that is scheduled for 15 schooldays or fewer, each written agreement shall be signed, during the school year in which the independent study program takes place, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the pupil, as applicable. The written agreement may be signed at any time during the school year, but it is the intent of the Legislature that parents or guardians of pupils be provided the agreement at or before the beginning of the school year. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of Division 11 of the Family Code.

j. Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education, that may be a marking that is either computer generated or produced by electronic means and is intended by the signatory to have the same effect as a handwritten signature. The use of an electronic signature shall have the same force and effect as the use of a manual signature if the requirements for digital signatures and their acceptable technology, as provided in Section 16.5 of the Government Code and in Chapter 10 (commencing with Section 22000) of Division 7 of Title 2 of the California Code of Regulations, are satisfied.

9. Limitations:

- a. A student participating in independent study must fulfill course requirements that are consistent with those for students enrolled in the regular school program;
 - b. The Charter School function as “classroom-based instruction” as defined in Education Code section 47612.5 (e)(1) and will meet the following conditions:
 - i. The Charter School’ students are engaged in educational activities required of those students, and the students are under the immediate supervision and control of an employee of the Charter School;
 - ii. At least 80 percent of the instructional time offered at the Charter School is at the school site;
 - iii. Each of the Charter School’ school sites are facilities that are used principally for classroom instruction; and,
 - iv. Each of the Charter School require students to be in attendance at the school site at least 80 percent of the minimum instructional time; and
 - c. Each student’s master agreement shall be coordinated, evaluated, and carried out under the supervision of a certificated employee.
10. Independent study is available to all students currently enrolled in the Charter School whose health would be put at risk by in-person instruction, as determined by a medical professional or the parent or guardian of the student. A limited number of independent study spaces will be available and therefore priority of available spaces will be determined by the criteria listed below:
- a. Medical condition of a student that would put them at a health risk by participating in in-person instruction, as verified by a doctor;
 - b. Medical condition of a student that would put them at a health risk by participating in in-person instruction, as attested to by parent or guardian;
 - c. Health concern of parent or guardian that cannot be remedied/addressed by the school; and
 - d. Access for extraordinary academic and educational opportunities including but not limited to advanced curricula.
 - e. The Board has the authority to place a student on long term independent study as an alternative means during a suspended expulsion. This alternative placement would be part of the suspended expulsion with placement in the alternative education program and the Board may address time of placement as part of any decision.
11. While independent study requires a commitment from both parent/guardian and student at all grade levels, as a student gets older, the student assumes a greater portion of the responsibility involved. For each independent study request, the SL or designee shall determine that the prospective independent study student is prepared to meet the Charter School’ requirements for independent study. The SL or designee has the right to deny requests should it be determined that

independent study is not in the best academic interest of the student. The SL's considerations may include, but are not limited to, the student's current academic standing, the student's grade level, the timing during the grading period, the purpose of the absence for which independent study is requested, previous participation in independent study, and input from teachers, MTSS team, or IEP team, as applicable. The SL shall not deny a request for independent study on the basis of race, ethnicity, age, gender, mental or physical disability, or on the basis of any other protected characteristic, either actual or perceived.

12. The Charter School shall comply with the Education Code sections 51745 through 51749.3 and the provisions of the Charter School Act of 1992 and the State Board of Education regulations adopted there under.

13. The Chief Executive Officer & Superintendent (or designee) may establish regulations to implement these policies in accordance with the law.



Mid Year LCAP Presentation

Board Meeting February 10, 2025

Agenda

- Overview of Requirements
- Updated Budget Overview for Parents
- LCAP Goals
- Progress towards meeting goal
- Implementation and Expenditure Status

Local Control Accountability Plan (LCAP)

What is it?

A comprehensive state plan required of districts and charter schools that details key goals, actions, and budgeted expenditures.

Focus Area

How additional funds are being used to benefit higher need student groups
(Low Income, English Learner, and Foster Youth)

LCAP Components 2024-25

Mid-Year Annual LCAP Update

LCAP

Board Presentation

- Update on Budget Overview for Parents
- Currently available LCAP Outcomes
- LCAP Financial Expenditures YTD
- LCAP Actions Implementation Update
- Budget Overview for Parents
- 2024-25 Annual Update Actions and Expenditures
- Highlights, Identified Needs, Education Partner Engagement
- 2025-26 Goals, Outcomes, Actions, Expenditures
- Increased and Improved Services Requirement

Local Control Accountability Plan (LCAP)

LCAP as SPSA

Charter schools may use the LCAP to also serve as the School Plan for Student Achievement (SPSA) to describe how federal funds will be used to increase student achievement.

Updated Budget Overview for Parents

Parent Budget Overview-As of First Interim

Gilroy Prep Budget Overview

Budget Item	Original Forecast	Current Forecast	Variance
Total LCFF funds	\$6,764,264	\$6,742,185	-\$22,079
LCFF supplemental and concentration grants	\$655,706	\$602,570	-\$53,136
All other state funds	\$1,601,677	\$1,601,676	\$0
All local funds	\$27,500	\$67,500	\$40,000
All federal funds	\$560,629	\$560,629	\$0
Total projected revenue	\$8,954,070	\$8,971,990	\$17,920
Total budgeted general fund expenditures	\$8,876,573	\$9,130,398	-\$253,825

Hayward Collegiate Budget Overview

Budget Item	Original Forecast	Current Forecast	Variance
Total LCFF funds	\$3,206,710	\$2,766,211	-\$440,499
LCFF supplemental and concentration grants	\$468,444	\$373,458	-\$94,986
All other state funds	\$1,114,433	\$1,114,433	\$0
All local funds	\$127,500	\$127,500	\$0
All federal funds	\$241,537	\$241,537	\$0
Total projected revenue	\$4,690,180	\$4,249,681	-\$440,499
Total budgeted general fund expenditures	\$4,676,184	\$4,382,272	\$293,912

Parent Budget Overview - As of First Interim

Hollister Prep Budget Overview

Budget Item	Original Forecast	Current Forecast	Variance
Total LCFF funds	\$6,764,264	\$6,161,910	-\$602,354
LCFF supplemental and concentration grants	\$655,706	\$680,126	\$24,420
All other state funds	\$1,601,677	\$1,420,032	-\$181,645
All local funds	\$27,500	\$62,500	\$35,000
All federal funds	\$560,629	\$515,118	-\$45,511
Total projected revenue	\$8,954,070	\$8,159,560	-\$794,510
Total budgeted general fund expenditures	\$8,876,573	\$8,472,628	\$403,945

Watsonville Prep Budget Overview

Budget Item	Original Forecast	Current Forecast	Variance
Total LCFF funds	\$7,260,847	\$6,660,813	-\$600,034
LCFF supplemental and concentration grants	\$1,854,194	\$1,707,905	-\$146,289
All other state funds	\$2,811,492	\$2,811,492	\$0
All local funds	\$8,800	\$53,070	\$44,270
All federal funds	\$749,337	\$792,721	\$43,384
Total projected revenue	\$10,830,476	\$10,318,096	-\$512,380
Total budgeted general fund expenditures	\$10,790,535	\$10,466,270	\$324,265

LCAP Goals: Progress and Implementation

LCAP Goals

1	Students will develop as critical, creative, global thinkers with strong foundational skills in math, humanities, and science.
2	Create a safe and affirming school culture encouraging maximum engagement for scholars, families, and staff to equip learners and leaders in high school, college, and beyond, regardless of circumstances.

Goal 1 Implementation–All Schools

Action	Action Title	Contributing to Increased or Improved Services	Implementation Status–All Schools
1.1	Standards-aligned personalized instruction	No	In Progress
1.2	Interventions	Yes	In Progress
1.3	Teacher hiring and credentialing	No	In Progress
1.4	Supports for student with Disabilities	No	In Progress
1.5	English Learner Instruction	Yes	In Progress
1.6	Professional Development	No	In Progress
1.7	Teacher coaching and supervision	Yes	In Progress

Goals 2 Implementation–All Schools

Action	Action Title	Contributing to Increased or Improved Services	Implementation Status–All Schools
2.1	Family Engagement in school policies and decision making	No	In Progress
2.2	Community Engagement	No	In Progress
2.3	Social Emotional Learning	Yes	In Progress
2.4	Student Activities	No	In Progress
2.5	Facilities maintenance and health & safety	No	In Progress
2.6	Chronic Absenteeism Support	No	In Progress

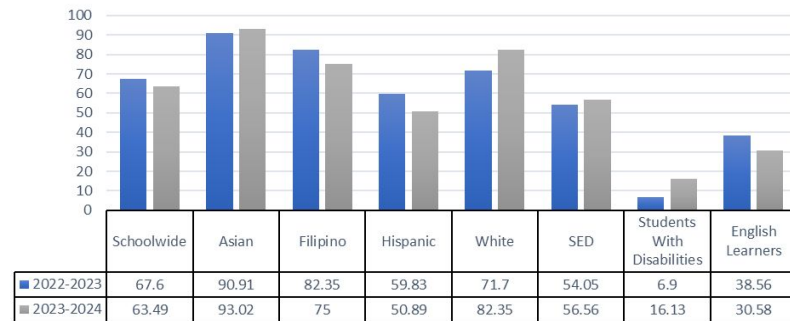
THANK YOU!

Thank you for working together to review our progress towards meeting our LCAP goals!

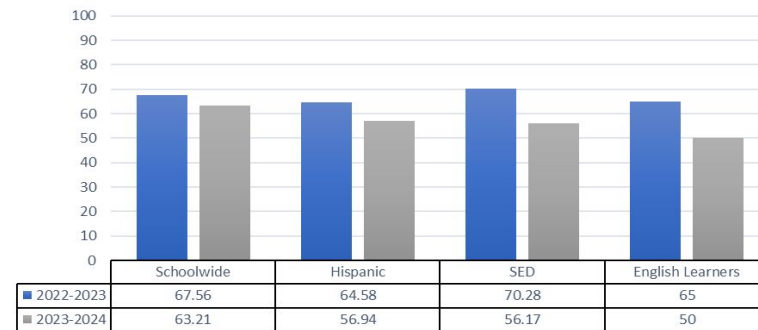
Appendix on LCAP Metrics-

2023 & 2024 ELA CAASPP Data-% Met or Exceeded

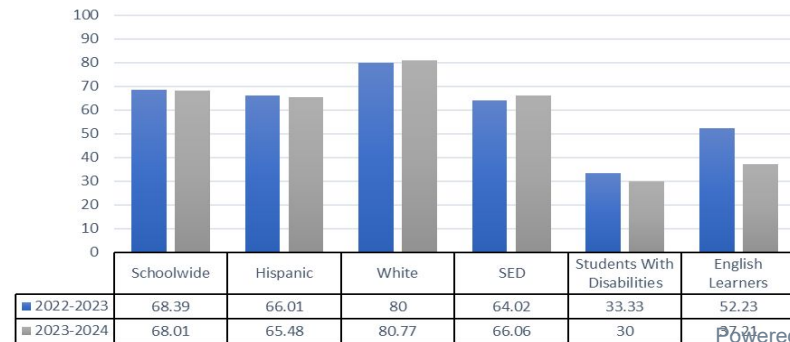
Gilroy Prep
ELA CAASPP 2023 & 2024



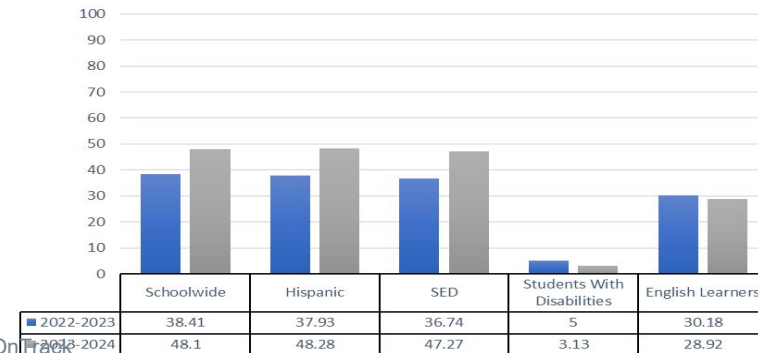
Hayward Collegiate
ELA CAASPP 2023 & 2024



Hollister Prep
ELA CAASPP 2023 & 2024

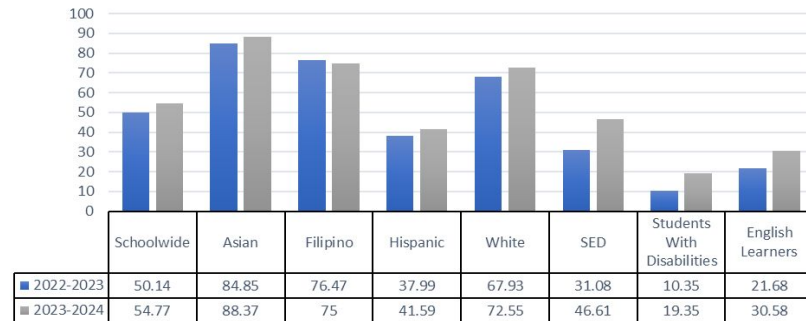


Watsonville Prep
ELA CAASPP 2023 & 2024

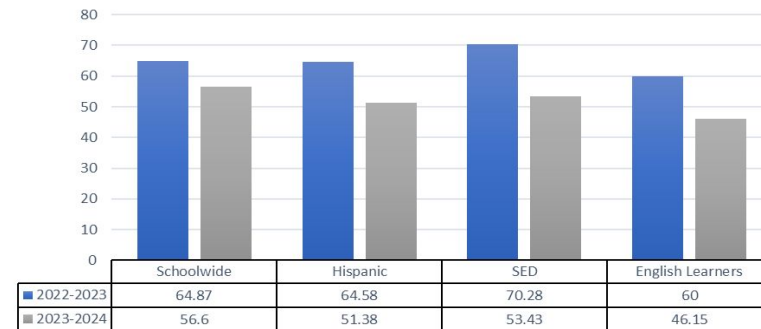


2023 & 2024 Math CAASPP Data

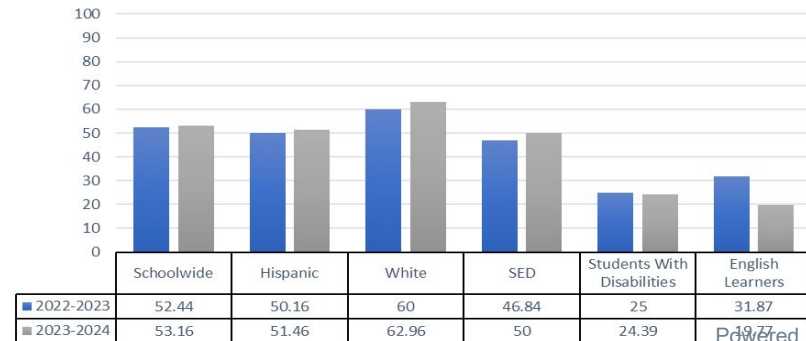
**Gilroy Prep
Math CAASPP 2023 & 2024**



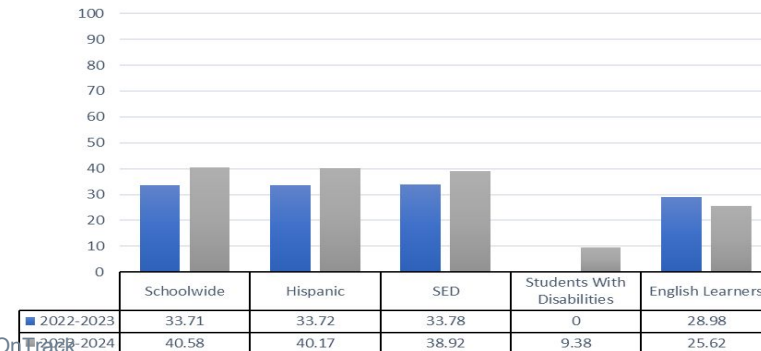
**Hayward Collegiate
Math CAASPP 2023 & 2024**



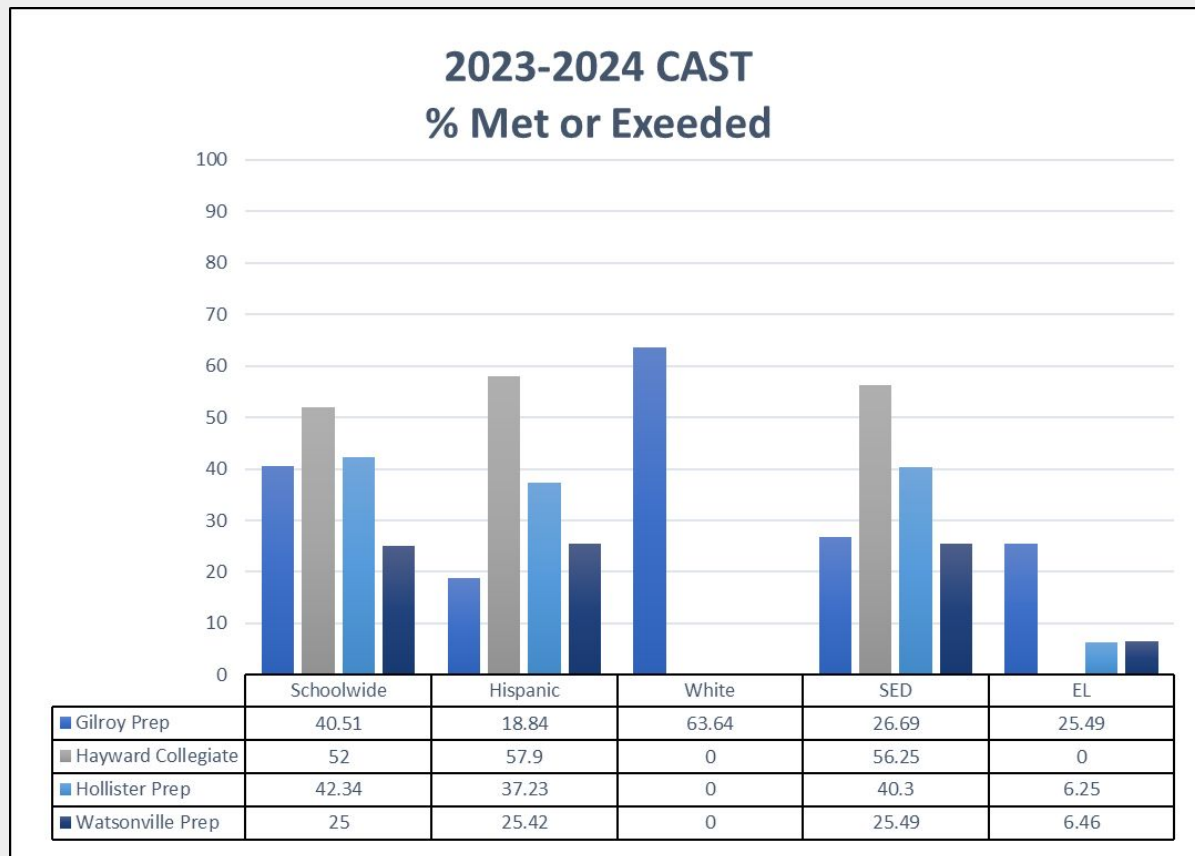
**Hollister Prep
Math CAASPP 2023 & 2024**



**Watsonville Prep
Math CAASPP 2023 & 2024**



2024 CAST Data-% Met or Exceeded



Goal 1 Metrics Update

School	% of students with access to their own copies of standards-aligned instructional materials for use at school and at home (all core content)	% of students enrolled in a broad course of study	Teachers: Clear, Out-of-Field, Intern, Ineffective, Incomplete	% of instructional staff who have undergone all parts of the hiring process (application screening, phone interview, panel interview, performance task and reference checks).	Curriculum materials are adequate, up-to-date, and aligned to school goals and state/national standards, including ELD standards	Instructional Staff PD Survey: 80% or more of staff rate that they "agree" or "strongly agree" that PD sessions were valuable and impactful towards their teaching practices	Number of instances that classroom teachers receive coaching during the school year
Gilroy Prep	100%	100%	Clear 45% Out-of-Field 0% Intern 10% Ineffective 45% Incomplete 0%	100%	100%	In Progress	In Progress
Hayward Collegiate	100%	100%	Clear 44.5% Out-of-Field 0% Intern 11% Ineffective 44.5% Incomplete 0%	100%	100%	In Progress	In Progress
Hollister Prep	100%	100%	Clear 50% Out-of-Field 0% Intern 5.5% Ineffective 44.5% Incomplete 0%	100%	100%	In Progress	In Progress
Watsonville Prep	100%	100%	Clear 50% Out-of-Field 0% Intern 11% Ineffective 44.5% Incomplete 0%	100%	100%	In Progress	In Progress

Goal 2 Metrics Update

School	Parent Survey: % indicating school provides resources to support family	% indicating satisfaction with school safety and sense of belonging	Suspension rate for all students and all numerically significant subgroups	Expulsion Rate for all students and all numerically significant subgroups	Average Daily Attendance P-1	Chronic Absence Rate for all students and all numerically significant subgroups	Middle school dropout rate	The number of instances where facilities do not meet the "good repair" standard.	% indicating child safety and support on campus and % indicating satisfaction with child's academic results	% who feel engaged in decision-making
Gilroy Prep	In Progress	In Progress		0%	95.86%		0	0	In Progress	In Progress
Hayward Collegiate	In Progress	In Progress		0%	96.04%		0	0	In Progress	In Progress
Hollister Prep	In Progress	In Progress		0%	95.64%		0	0	In Progress	In Progress
Watsonville Prep	In Progress	In Progress		0%	94.98%		0	0	In Progress	In Progress

LCAP Appendix

School Specific Updates



Gilroy Prep Mid Year Expenditures Details

Action #	Action Title	Budgeted Amount	Contributing	YTD Expenditures
1.1	Standards-aligned personalized instruction	\$1,867,459	N	\$714,592
1.2	Interventions	\$1,109,420	Y	\$241,010
1.3	Teacher hiring and credentialing	\$12,056	N	\$2,972
1.4	Supports for student with Disabilities	\$815,687	N	\$169,570
1.5	English Learner Instruction	\$37,500	Y	\$6,846
1.6	Professional Development	\$307,147	N	\$58,262
1.7	Teacher coaching and supervision	\$106,188	Y	\$41,180
2.1	Family Engagement in school policies and decision making	\$47,923	N	\$11,960
2.2	Community Engagement	\$0	N	\$0
2.3	Social Emotional Learning	\$140,287	Y	\$73,989
2.4	Student Activities	\$795,738	N	\$129,565
2.5	Facilities maintenance and health & safety	\$669,912	N	\$55,647
2.6	Chronic Absenteeism Support	\$110,450	N	\$42,901

Hayward Collegiate Mid Year Expenditures Details

Action #	Action Title	Budgeted Amount	Contributing	YTD Expenditures
1.1	Standards-aligned personalized instruction	\$1,867,459	N	\$270,701
1.2	Interventions	\$1,109,420	Y	\$155,102
1.3	Teacher hiring and credentialing	\$12,056	N	\$927
1.4	Supports for student with Disabilities	\$815,687	N	\$32,275
1.5	English Learner Instruction	\$37,500	Y	\$6,846
1.6	Professional Development	\$307,500	N	\$35,353
1.7	Teacher coaching and supervision	\$106,188	Y	\$36,485
2.1	Family Engagement in school policies and decision making	\$38,541	N	\$4,150
2.2	Community Engagement	\$0	N	\$0
2.3	Social Emotional Learning	\$66,618	Y	\$40,198
2.4	Student Activities	\$280,119	N	\$175,629
2.5	Facilities maintenance and health & safety	\$496,982	N	\$43,706
2.6	Chronic Absenteeism Support	\$49,805	N	\$13,706

Hollister Prep Mid Year Expenditures Details

Action #	Action Title	Budgeted Amount	Contributing	YTD Expenditures
1.1	Standards-aligned personalized instruction	\$2,895,697	N	\$607,882
1.2	Interventions	\$994,923	Y	\$275,177
1.3	Teacher hiring and credentialing	\$12,056	N	\$1,171
1.4	Supports for student with Disabilities	\$672,537	N	\$189,238
1.5	English Learner Instruction	\$37,500	Y	\$6,846
1.6	Professional Development	\$282,850	N	\$73,959
1.7	Teacher coaching and supervision	\$113,788	Y	\$36,485
2.1	Family Engagement in school policies and decision making	\$47,300	N	\$11,355
2.2	Community Engagement	\$0	N	\$0
2.3	Social Emotional Learning	\$119,975	Y	\$79,929
2.4	Student Activities	\$504,278	N	\$132,681
2.5	Facilities maintenance and health & safety	\$718,834	N	\$46,949
2.6	Chronic Absenteeism Support	\$118,222	N	\$50,145

Watsonville Prep Mid Year Expenditures Details

Action #	Action Title	Budgeted Amount	Contributing	YTD Expenditures
1.1	Standards-aligned personalized instruction	\$2,898,797	N	\$474,533
1.2	Interventions	\$121,691	Y	\$540,989
1.3	Teacher hiring and credentialing	\$12,056	N	\$2,121
1.4	Supports for student with Disabilities	\$699,793	N	\$136,964
1.5	English Learner Instruction	\$37,500	Y	\$6,846
1.6	Professional Development	\$285,324	N	\$71,250
1.7	Teacher coaching and supervision	\$101,438	Y	\$32,577
2.1	Family Engagement in school policies and decision making	\$46,839	N	\$10,159
2.2	Community Engagement	\$0	N	\$0
2.3	Social Emotional Learning	\$126,962	Y	\$70,354
2.4	Student Activities	\$913,364	N	\$124,390
2.5	Facilities maintenance and health & safety	\$1,885,238	N	\$112,107
2.6	Chronic Absenteeism Support	\$102,854	N	\$45,095

Navigator Schools 2024–2025 Academic Calendar

Gilroy Prep School

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

5	Minimum Day Wednesdays (K-8)
	Minimum Day (K-8)
	No School for Students, Staff Development Day
	No School for Students, Holiday

4	No School, Independence Day

20	First Day of School
20-23	Minimum Days
30	Minimum Day

2	No School, Labor Day

14	No School, Indigenous Peoples Day
21	No School, Staff Development Day
18	End of Unit 1
21-31	Parent Teacher Conferences

1	No School, Staff Development Day
8	Minimum Day
3	Daylight saving Time Ends
11	No School, Veterans Day Observed
22	Minimum Day
25-29	No School, Thanksgiving Break

20	Minimum Day
20	End of Unit 2
23-31	No School, Winter Break

SCHOOL DAYS
180

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

1-3	No School, Winter Break
6	No School, Staff Development Day
17	Minimum Day
20	No School, Martin Luther King Jr. Day

14	Minimum Day
17-21	No School, February Break

9	Daylight Savings Time
14	End of Unit 3
17	No School, Staff Development Day

4	Minimum Day
7-11	No School, Spring Break

12	Minimum Day
23	Minimum Day
26	No School, Memorial Day

13	End of Unit 4
13	Last Day of School
9-13	Minimum Day
19	Juneteenth



Coversheet

Academic Success Committee Report

Section:	III. Committees
Item:	A. Academic Success Committee Report
Purpose:	FYI
Submitted by:	
Related Material:	Unit 2 Data for NS Board Meeting, 2-10-25.pdf



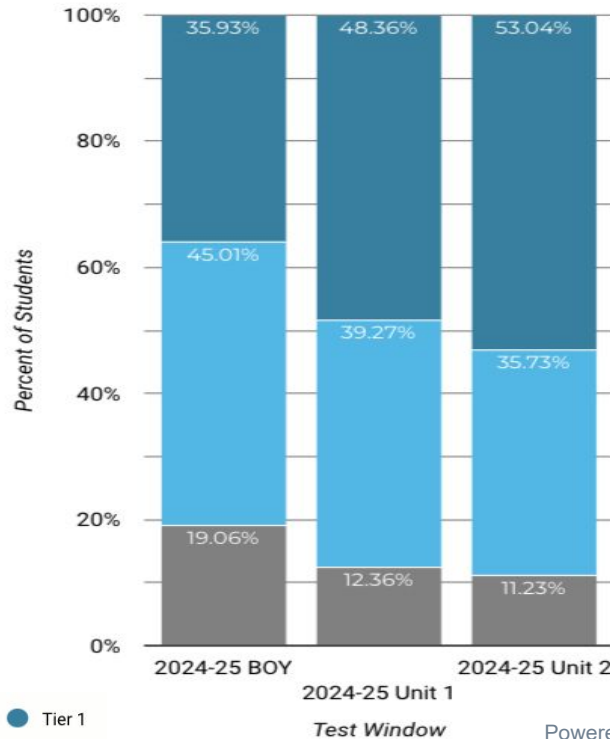
Unit 2 Data

Navigator Board Meeting, February 10, 2025



Network wide Navigator has seen a 17% growth in Tier 1 and a 8% decrease in Tier 3 on the STAR Early Literacy assessment

STAR Early Literacy Assessment - All students



Growth:

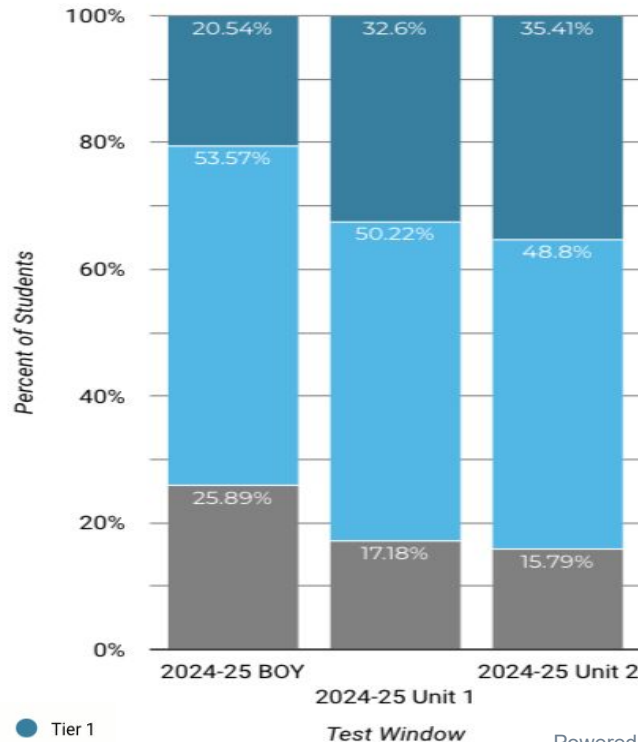
Tier One: 17% Growth (36% to 53%) Since BOY.

Tier Three: 8% Decrease (19% to 11%) since BOY.



Network wide Navigator has seen a 14% growth in Tier 1 and a 10% decrease in Tier 3 on the STAR Early Literacy assessment for MLLs

STAR Early Literacy Assessment – MLL students



Growth:

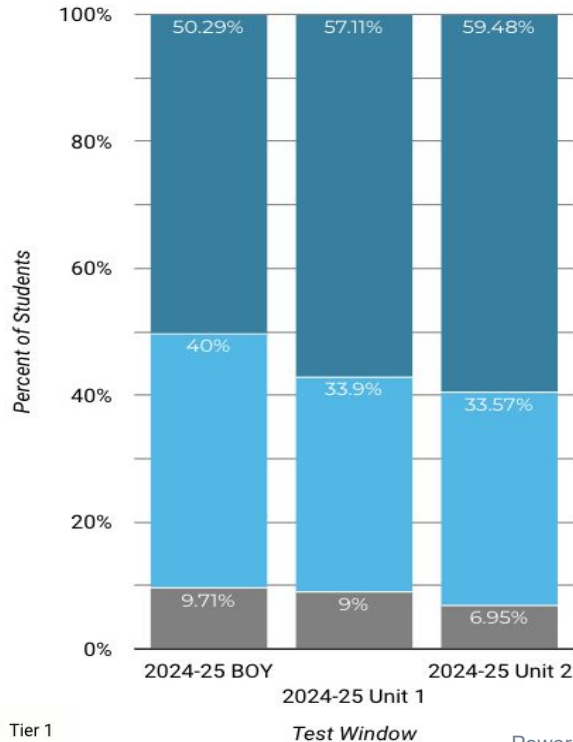
Tier One: 14% Growth (21% to 35%) Since BOY.

Tier Three: 10% Decrease (26% to 16%) since BOY.



Network wide Navigator has seen a 9% growth in Tier 1 and a 3% decrease in Tier 3 on the STAR Reading assessment

STAR Reading Assessment - All students



Growth:

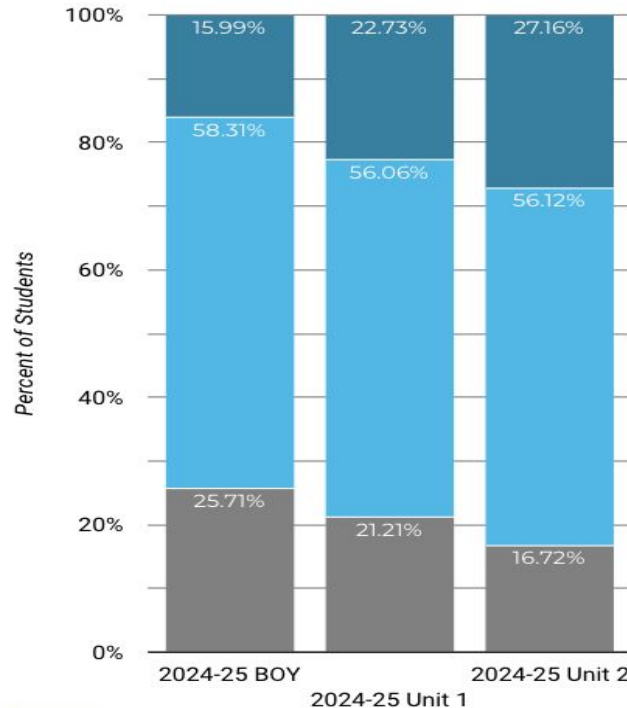
Tier One: 9% Growth (50% to 59%) Since BOY.

Tier Three: 8% Decrease (10% to 7%) since BOY.



Network wide Navigator has seen a 11% growth in Tier 1 and a 9% decrease in Tier 3 on the STAR Reading assessment for MLLs

STAR Reading Assessment - MLL Students



Growth:

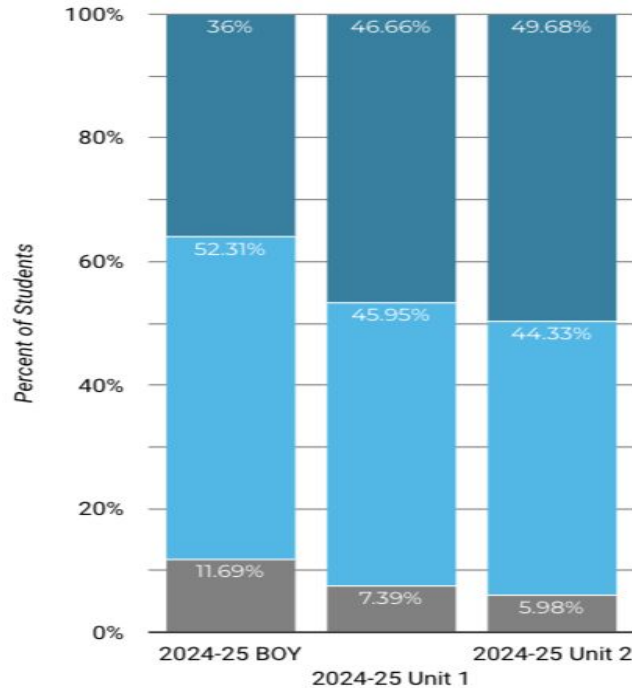
Tier One: 11% Growth (16% to 27%) Since BOY.

Tier Three: 9% Decrease (26% to 17%) since BOY.



Network wide Navigator has seen a 14% growth in Tier 1 and a 6% decrease in Tier 3 on the STAR Math assessment

STAR Math Assessment – All students



Growth:

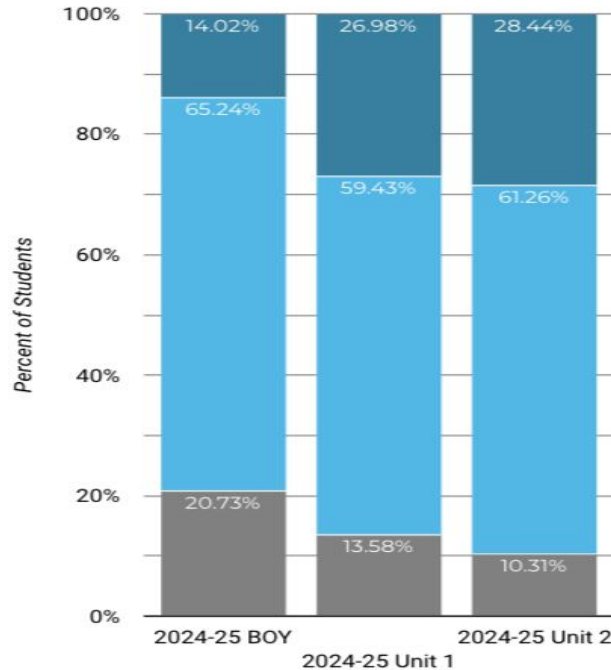
Tier One: 14% Growth (36% to 50%) Since BOY.

Tier Three: 6% Decrease (12% to 6%) since BOY.



Network wide Navigator has seen a 14% growth in Tier 1 and a 11% decrease in Tier 3 on the STAR Math assessment for MLLs

STAR Math Assessment – MLL students



Growth:

Tier One: 14% Growth (14% to 28%) Since BOY.

Tier Three: 11% Decrease (21% to 10%) since BOY.

Coversheet

Development Committee

Section:	III. Committees
Item:	C. Development Committee
Purpose:	FYI
Submitted by:	
Related Material:	Fund_Development_Strategy_2025.pdf



Navigator Schools Fund Development Strategy

Development Committee Meeting January 16, 2025

Our 3-year strategy aims to articulate our plan to create a diversified support base to fund Navi projects and programs that are difficult to support solely with state and federal funds.

- **In 2023-24, the board prioritized hiring a Development Officer and launching a comprehensive Development Strategic Plan.**
- **Learning: Our students and their families have significant needs beyond what our baseline government funding provides.**
- **The key driver of our strategic plan is to address the critical needs of students and families.**
- **The major components of our strategic plan are:**
 - **target audience (potential donors) messaging and branding;**
 - **outreach methods by target audience;**
 - **operational efficiencies;**
 - **collaborations;**
 - **signature events; and,**
 - **creation of the Navigator Scholars Enrichment Fund (NSEF).**
- **We are developing a strong pipeline to achieve our FY 2025-26 fundraising goals.**
- **Board-level leadership is critical to our fundraising success: time, treasure, talent.**

In 2023-24, the board prioritized hiring a Development Officer and launching a comprehensive Development Strategic Plan.



Accomplishments to date	
Partnership Development	In 2024 we Identified strong potential corporate partners including: AmeriCorps, Ricoh, POMS & Associates, Verizon Learning, and the City of Watsonville
Grant Success	Our Grant Success during 2024-25, so far we have earned grant awards from the Charter Schools Growth Fund, Schwab, and Silicon Schools Fund, totaling more than \$1.5 million
Program Launch	We launched our first Annual Giving Tuesday campaign- raising a total of..and launched a sponsorship campaign with Benchcraft Golf setting the foundation for our ongoing donor engagement strategy.
Internal Systems	Our internal systems efforts have resulted in the exploration of a CRM implementation for streamlined donor management and we launched a streamlined survey campaign for improved data collection.

Learning: Our students and their families have significant needs beyond what our baseline government funding provides.

Navigator Schools - Board Meeting - Agenda - Monday February 10, 2025 at 6:00 PM

Fundraising Strengths, Needs, and Gaps	<ul style="list-style-type: none"> • Strengths: Navigator Schools has historically excelled at securing grants from a few highly aligned foundations, which have been the backbone of our fundraising efforts. • Needs: Covid learning loss funding has ended, but increased student needs have not. • Gaps: By relying on grants alone, Navigator Schools misses out on important resources available in our communities. We've never implemented a donor-based strategy, limiting our ability to cultivate diverse funding sources and expand financial resilience.
ELOP Deficit	<ul style="list-style-type: none"> • ELOP funding falls short of covering the full costs of afterschool programs, leaving students without consistent access to enrichment opportunities. • When enrichment is provided, it often creates a financial draw on general funds that strains other resources.
Transportation Challenges	<ul style="list-style-type: none"> • Transportation issues are a major contributor to absenteeism. • One important solution has been sending rideshare services (e.g., Ubers) to pick up students, especially homeless and foster youth.
Parent Engagement	<ul style="list-style-type: none"> • Engaging parents remains a challenge. A more structured approach is needed to involve families in supporting their children's education and fostering a stronger community connection.
Wrap-Around Services	<ul style="list-style-type: none"> • Many students and families lack access to vital resources such as mental health services, nutrition programs, and extracurricular support.
STEM Enrichment	<ul style="list-style-type: none"> • As the demand for STEM skills grows, our current school day is insufficient to prepare students for future opportunities.

The key driver of our strategic plan is to address the critical needs of students and families.

Fundable Projects and Ongoing Needs

Student-Centered Opportunities	<ul style="list-style-type: none">• Family food baskets during school breaks (no longer funded by the state)• Experiential learning (field trips, camps)• After School enrichment programs• STEM initiatives• Mental wellness support
Infrastructure and Expansion	<ul style="list-style-type: none">• Hayward Collegiate playground expansion• Vehicles and transportation• Organizational growth (new school development)
Multilingual Learners	<ul style="list-style-type: none">• Create opportunities for experiential language acquisition
Innovative Practices	<ul style="list-style-type: none">• Piloting and scaling innovative educational approaches• Creative partnerships to deliver talent (e.g., Americorp)
Community and Alumni Engagement	<ul style="list-style-type: none">• Family engagement initiatives• Alumni pathways and ongoing support (secondary and college education)

Navigator Schools Board Meeting - Agenda - Monday February 10, 2025 at 6:00 PM

The major components of our strategic plan are: target audience (potential donors) messaging and branding...

Development and Communications leaders are working together to create messages that speak to each potential groups:

Board and Leadership Team	<i>"Please give and encourage others to do so. Let people know why Navi inspires you!"</i>
Internal Stakeholders (Staff and Families)	<i>"Please donate and inspire your friends and family to help provide the 'extras' that you know our scholars need to succeed. Your generosity directly enhances the learning environment, creating opportunities for all students to thrive."</i>
Vendors	<i>"Your partnership with us goes beyond transactions. By donating, you contribute to the vibrant community you support professionally and demonstrate your commitment to the future leaders emerging from our schools."</i>
Corporations	<i>"Invest in the next generation by supporting educational excellence in your community. Your donation reflects your commitment to social responsibility and helps build a skilled, engaged workforce for the future."</i>
Foundations	<i>"Join us in creating equitable opportunities for all scholars. By supporting our mission, your foundation can drive measurable outcomes in education and help us close opportunity gaps in underserved communities."</i>
Local Governments	<i>"Partner with us to build a stronger, more resilient community. Your support will ensure that every scholar has the resources they need to succeed, contributing to a brighter future for our city."</i>
High-Net Worth Individuals	<i>"Make a transformative impact on education and leave a legacy of opportunity. Your investment in our scholars will empower them to reach their full potential and inspire a generation of leaders who will give back to their communities (ADD: 2-fer and impact on the community")</i>

Navigator Schools Board Meeting - Agenda - Monday February 10, 2025 at 6:00 PM

The major components of our strategic plan are: outreach methods by target audience...

Each target audience is engaged in a customized fashion

Target	Vehicles	Campaigns
Internal Stakeholders	Parent Square, internal emails, social media	Giving Tuesday, other regular events that become traditions
Vendors	Email outreach with personalized messaging Vendor appreciation events Social media (tag vendors in posts)	Vendor spotlight posts Matching gift challenges
Corporations	Corporate sponsorship packages Networking events	PR Campaigns “Invest in the Future” Campaign: Encourage corporate sponsorship of specific school programs (e.g., STEM labs or literacy initiatives)
Foundations	Grant proposals tailored to foundation priorities Invitations to school events showcasing impact Annual reports card and impact stories	Annual fund appeal
Local Gov	Formal proposals(Annual report card)..	“Stronger Together” Campaign: Focus on the shared benefits of supporting local schools School showcases
High-Net Worth Individuals	Peer networks, personalized outreach..	Transformational Giving” Campaign Leadership circles Naming rights opportunities
Unique Efforts	Possible development of an annual “Try Outs” day Collaboration with influencers/ local celebs Partnerships with non-traditional sponsors	“Think Outside the Box” Campaign: Drive funding through unconventional means, such as crowdfunding or pop-up events

The major components of our strategic plan are: operational efficiencies...

Operational Process	Status
Internal cross-departmental team collaboration cadence and tools (e.g., Dev and Comms, Dev and Local government relations, Dev and Finance)	Initiated. Established a regular biweekly meeting schedule between Development and Communications, Local Government Relations, and Finance. We've established grants management and compliance framework, grant tracking, and currently assessing best tools (Slack, Asana) for streamlined communication and task tracking.
Fundraising policies	In Progress. Drafting comprehensive policies for donor engagement, gift acceptance, and restricted funds. Reviewing best practices with Finance and Legal teams for compliance.
Customer relationship management	In-Progress: Finalizing implementation for Hubspot as the primary CRM tool. Planning data entry standardization and team training for Q1 with a goal of full CRM utilization by Q2 2025
Mail and messaging management	In-Progress: Standardized templates for donor communications in use. Exploring tools like Mailchimp and Hubspot for bulk messaging and campaign analytics.
Website donor button and backend donation processes	Implemented. Donation button live on the website. Finalizing backend processes for one-time and monthly giving tiers to be operational by February 2025. Monitoring engagement analytics and troubleshooting as needed.
Accountability/analytical practices (make routine)	Finalizing: Monthly dashboard reports for fundraising and donor engagement under review. Migration from Google Spreadsheets to Hubspot by Q2 2025. Plan to incorporate key performance indicators (KPIs) into quarterly board meetings by Q3 2025
Annual Report Card((glossy hard copy, PDF, and digital web-version))	In Progress: Content outline completed. Drafting sections for glossy hardcopy, PDF, and website integration. Target release: Q2 2025.
Internal documents databank	In Progress: Organizing Google Drive for team-wide access to policies, reports, and templates. Goal: Launch a centralized data bank by Q2 2025

The major components of our strategic plan are: collaborations...

Collaborations	Status
Ricoh: aligns with our need for tech and enrichment	<ul style="list-style-type: none"> ● November 2024- submitted a \$4MM, 5-year proposal to collaborate on expanding the Navi Impact and Squads models. ● Following discussions, Ricoh proposed new areas of support, including: <ol style="list-style-type: none"> a. Sponsoring STEM labs and makerspaces. b. Becoming a tech partner to equip classrooms with Ricoh's 3D printers. ● We are currently revising the proposal for a January submission to reflect this updated focus on ELOP support.
Americorps: aligns with our need for talent	<ul style="list-style-type: none"> ● Preparing for March 2025 grant submission to support our initiative focuses to utilize AmeriCorps VISTA members to serve as Small Group Instructors (SGI), Full Inclusion Instructors (FII), and Teachers in Training (TNT).

The major components of our strategic plan are: signature events...

Navigator Schools turns 15-years-old in 2025-26.

It's time for a

Quinceañera!



- Launch our inaugural annual signature event in 2025 to celebrate Navigator Schools' 15th anniversary: *Navigator Schools Quinceañera*.
 - The event will honor our journey, celebrate our achievements, and showcase the impact of our programs.
 - Create a celebration that reflects the rich cultural heritage of our community, fostering a sense of belonging and pride.
 - Highlight and support our Multilingual Learner (MLL) population by showcasing student achievements and opportunities made possible through fundraising..
-
- Leverage the event to build a sustainable donor base by engaging alumni, families, and corporate sponsors.
 - Use this platform to secure long-term financial support for programs that enrich students' educational experiences.

The major components of our strategic plan are: creation of the Navigator Scholars Enrichment Fund (NSEF).

Through the Navigator Schools Support Corporation, we will create and brand a Navigator Scholars Enrichment Fund as our specific vehicle for fundraising to address the learning and life needs of our students not met by our ongoing government funding.

Afterschool Enrichment

- Expand experiential learning opportunities for Multilingual Learners (MLL) and economically disadvantaged students, including field trips for students and families
- Goal: \$50K to fund literacy-focused trips for our MLL population (1000 students)

Basic Needs Fund

- Establish an emergency fund to support food, transportation, and family emergencies
- Goal: \$190K (\$100 per pupil for 1,900+ students)

To augment our board engagement, we will create an advisory group to lead the Navigator Scholars Enrichment Fund consisting of individuals who are more enthusiastic about fundraising than they are about governing and school operations.

We are developing a strong pipeline to achieve our FY 2025-26 fundraising goals

Pipeline	Purpose	Source	2025-26 Goal	Likelihood
Already committed	New Schools and new ELA implementation, 2nd Year of Community Schools (WPS)	CSGF, CDE	\$887,000 \$300,000	100%
Requested	Growth	US Dept of Ed (\$15.9m over 5 yrs)	\$4,200,000	60%
Anticipated requests from current funders prior to 6/25 for FY 2025-26	Community Schools Partnerships (HC, GP, HP), Ignite Matching Grant, Consulting for ELA Implementation, Growth (First two schools), General operations	CDE (\$300k per school each year for 5 yrs), SSF, CSGF, Schwab	\$1500000 \$100,000 \$800,000 \$250,000	25-80%
New foundation and benefactor relationships	Navigator Scholars Enrichment Fund, Multilingual Learners, and Growth	Sobrato Omidyar Emerson Collective Monterey Community Foundation Others	Goal: \$100,000	TBD
Corporate partnerships	Navigator Scholars Enrichment Fund Access to Americorp Volunteers to fill hard to staff entry-level roles	Ricoh and POMS & Associates AmeriCorps Others	Goal: \$200,000	TBD
Individuals, vendors, and partners	Navigator Scholars Enrichment Fund	Quinceañera Giving Tuesday Benevity.com	Goal: \$150,000	50%

Board-level leadership is critical to our fundraising success: time, treasure, talent.

What do you need as a board members to become effective ambassadors to drive our mission forward?

Training and Development	<ul style="list-style-type: none">● Conduct a Board Fundraising Workshop focused on effective strategies for donor cultivation, solicitation, and stewardship.● Provide board members with personalized coaching to refine their elevator pitches and storytelling skills, enabling them to effectively communicate their "why" and the importance of supporting Navigator Schools.● Distribute a Board Fundraising Playbook with resources, including talking points, FAQ sheets, and a calendar of fundraising opportunities.
Sponsor Identification	<p>Implement a Board Sponsorship Plan that:</p> <ul style="list-style-type: none">● Encourages members to map out their networks for potential sponsors and high-value individual donors.● Includes facilitated sessions where Development staff assist members in identifying connections and crafting customized sponsorship outreach plans. <p>Create a shared sponsor tracking system for board members to log outreach progress and ensure coordinated efforts.</p>
Underscoring Governance Level Commitment	<p>Establish clear expectations for board participation in fundraising activities, including:</p> <ul style="list-style-type: none">· Attending key donor cultivation events.· Joining Development staff on top-tier fundraising visits to demonstrate commitment at the governance level.· Writing personal thank-you notes to major donors to enhance stewardship efforts.

Board-level leadership is critical to our fundraising success: time, treasure, talent.

What do you need as a board members to become effective ambassadors to drive our mission forward?

"Give or Get" Commitment	<p>Propose a Board Giving Policy:</p> <ul style="list-style-type: none">Require each board member to commit to an annual "give or get" fundraising goalAllow flexibility in how this goal is achieved, such as through personal contributions, securing sponsorships, hosting fundraising events, or introducing new donors.Recognize and celebrate board members who exceed their commitments to inspire and reinforce participation.
Metrics and Accountability	<p>Introduce Quarterly Fundraising Scorecards to track each board member's progress against their fundraising goals.</p> <ul style="list-style-type: none">Hold regular check-ins with board members to discuss challenges, celebrate successes, and offer support in meeting their commitments.Tie fundraising contributions into annual board evaluations to underscore the importance of their role in advancing Navigator Schools' mission.
Recognition and Motivation	<ul style="list-style-type: none">Create a Board Support Leadership Circle to spotlight and reward members who excel in fundraising support.Offer opportunities for members to share success stories during board meetings to foster collaboration and best practice sharing.
Deepening Board-Donor Relationships	<ul style="list-style-type: none">Host exclusive donor appreciation events where board members can deepen connections with key donors.Pair board members with donors who share similar interests for personalized stewardship efforts.

Thank You!



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Coversheet

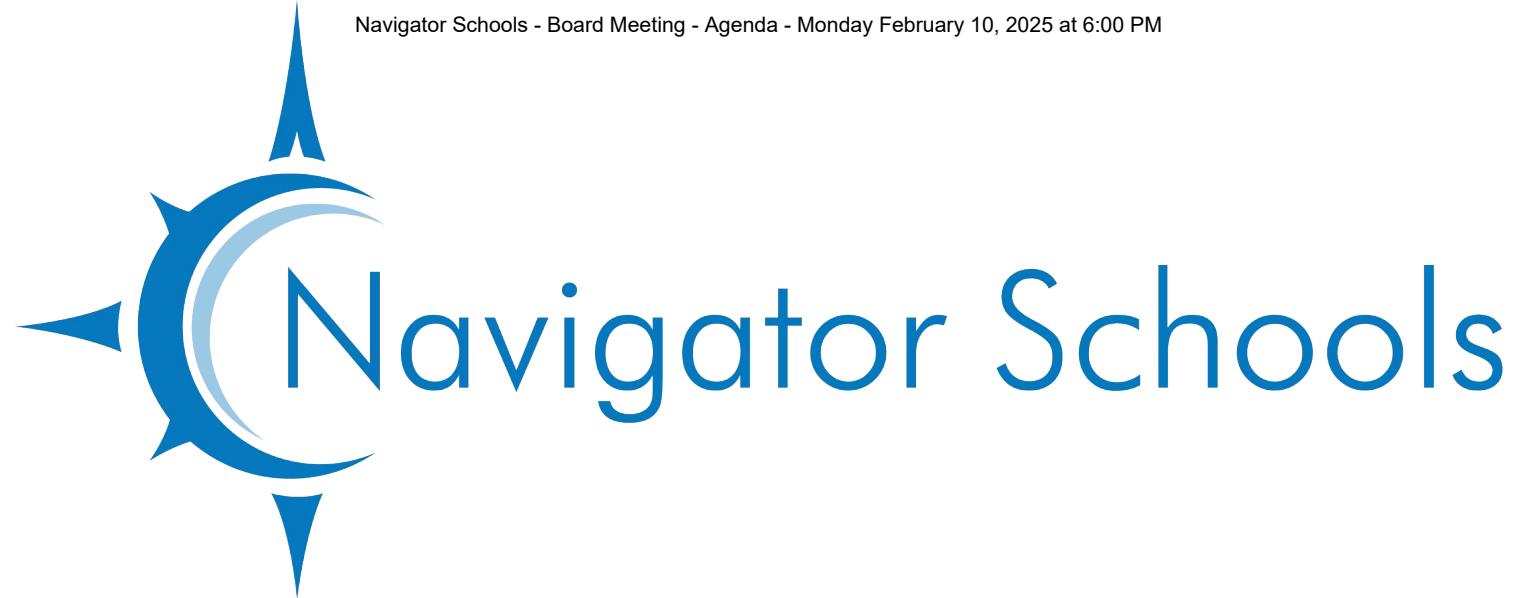
Mid-Year Budget Revision

Section:	IV. Finance
Item:	A. Mid-Year Budget Revision
Purpose:	Vote
Submitted by:	
Related Material:	Finance_Committee_2025_02_05.pdf



Navigator Schools

Finance Committee February 5, 2025



**Hayward
Collegiate**



2011-12
Renewal
2025-26



2019/2022
Renewal
2026-27



2013-14
Renewal
2025-26



2019-20
Renewal
2026-27



CULTURE
OF EXCELLENCE

DATA DRIVEN
INSTRUCTION

COACHING
CONTINUOUS IMPROVEMENT

EQUITY
MULTI-TIERED SUPPORTS

TECHNOLOGY
FOR TOMORROW

Navigator Schools equips students to become learners and leaders in high school, college, and beyond. We develop top-tier teams of educators who continuously improve and innovate schools that deliver phenomenal outcomes for all students, regardless of their circumstances.

Executive Summary



- In December, we predicted 2024-25 budget deficits based on revenue and expense trends (amounts and timing)
- Lower than anticipated numbers of students qualifying for free or reduced price meals drove revenue declines
- The Mid-Year 2024-25 Budget assumes both lower enrollment and fewer FRL eligible students
- Lower than anticipated numbers of students qualifying for free or reduced price meals drove revenue declines
- A closer analysis of GPS by grade level shows that the crux of this problem may be an operational challenge as opposed to a genuine change in students' status
- Nevertheless, the drop has a profound impact on our revenue
- We recommend that the Finance Committee approve a revised Mid-Year 2024-25 Budget reflecting the changes in revenue and spending
- Projected year end reserves will decline from \$7.3m to \$6.5m

In December, we predicted 2024-25 budget deficits based on revenue and expense trends (amounts and timing)

Since then, we have fully updated our projections based on 12/2024 actuals and the \$575k in cuts to expenses (primarily in the Support Office salaries, contracts, and travel/conferences)

Budget vs. Reforecast				
2024-25				
	2024-25 Board Approved Budget	2024-25 Budget Reforecast	\$ Variance	% Variance
Enrollment	1920	1848	-72	-1992
ADA	1812	1750	-62	-1873
ADA %	94%	95%		
REVENUE:				
LCFF Revenue	\$ 23,514,681	\$ 22,803,283	\$ (711,398)	-3%
Federal Revenue	2,031,621	1,634,119	(397,502)	-20%
Other State Revenue	6,947,634	6,686,382	(261,252)	-4%
Donations & Grants	542,000	1,552,305	1,010,305	186%
Local Revenue	249,300	249,300	-	0%
CMO Management Fees	3,757,921	4,422,654	664,733	18%
Total Revenue	37,043,157	37,348,043	304,886	178%
EXPENDITURES:				
Salaries	\$ 20,760,645	\$ 19,816,095	\$ (944,550)	-5%
Benefits & Taxes	5,048,985	5,817,514	768,529	15%
Books & Supplies	1,928,870	1,843,209	(85,661)	-4%
Services & Other Operating Expense	4,537,383	5,583,194	1,045,811	23%
CMO Management Fees	3,757,921	4,422,654	664,733	18%
Capital Outlay	830,114	498,763	(331,351)	-40%
Total Expenditures	36,863,918	37,981,429	1,117,511	7%
Revenue Less Expenditures	\$ 179,239	\$ (633,386)	\$ (812,625)	3%

Lower than anticipated numbers of students qualifying for free or reduced price meals drove revenue declines

Revenue decrease drivers:

- Low enrollment (+34 student improvement since 12/2024)
- Low federal funding rates (no change since 12/2024)
- Low percentages of disadvantaged students (factored into estimates since 12/2024)

Current FRL rates (after corrections):

GPS 45.47% HPS 45.37%

HCC 52.44% WPS 76.49%

Schools	Budgeted Enrollment	Census Day	Revised Budget Goal (12/24)	Enrollment as of 2/3/2025	Increase since Census Day	Enroll Assumed in the Mid-Year Budget for Q3 and Q4
GPS	588	587	588	586	-1	588
HCC	264	231	247	247	16	247
HPS	540	537	540	540	3	540
WPS	528	488	516	504	16	500
Total	1,920	1,843	1,891	1,877	34	1,875

Enrollment has rebounded some since December

Revenue Variances Related to FRL Count *						
Hayward Collegiate						
	5/13/24	12/6/24	Variance	Planned FRL	Census Day FRL (1.17)	
LCFF	4,313,092	2,896,357	(1,416,735)	65.67%	53.68%	-11.99%
Title I	66,784	39,695	(27,089)			
Title II (related to ELL)	6,827	5,572	(1,255)			
	\$ 4,386,703	\$ 2,941,624.00	\$ (1,445,079.00)			
Gilroy Prep						
LCFF	6,730,969	6,696,351	\$ (34,618)	53.73%	44.29%	-9.44%
Title I	189,866	73,098	\$ (116,768)			
	\$ 6,920,835	\$ 6,769,449.00	\$ (151,386.00)			
Hollister Prep						
LCFF	7,264,745	6,148,680	\$ (1,116,065)	62.60%	44.24%	-18.36%
Title I	199,894	98,935	\$ (100,959)			
	\$ 7,464,639	\$ 6,247,615.00	\$ (1,217,024.00)			
Watsonville Prep						
LCFF	7,228,753	7,061,895	\$ (166,858)	85.20%	74.48%	-10.72%
Title I	319,416	121,931	\$ (197,485)			
	\$ 7,548,169	\$ 7,183,826.00	\$ (364,343.00)			

*Variance includes FRL and enrollment differences at HCC and WPS

A closer analysis of GPS by grade level shows that the crux of this problem may be an operational challenge as opposed to a genuine change in students' status

Revenue

- Low enrollment since 12/2022
 - Low fee revenue since 12/2022
 - Low per pupil revenue (factor of 1.5)
- Current FRL eligible GPS 45
HCC 52

Schools	Budgeted Enrollment
GPS	
HCC	
HPS	
WPS	
Total	1,875

FRM eligible GPS 2025: 266
FRM eligible GPS 2024: 291

K	L
GPS	% increase
1	10.00%
2	-11.67%
3	-23.33%
4	-5.00%
5	9.27%
6	-17.71%
7	1.67%
8	-20.93%
tk	35.42%
k	-10.82%

ment since
nce
ents

Roll Assumed in the Year Budget for and Q4
588
247
540
500
1,875

Enrollment

December

Revenue Variances Related to FRL Count *						
	Hayward Collegiate					
	5/13/24	12/6/24	Variance	Planned FRL	Census Day FRL (1.17)	
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	\$ 7,548,169	\$ 7,183,826.00	\$ (364,343.00)			

*Variance includes FRL and enrollment differences at HCC and WPS

Nevertheless, the drop has a profound impact on our revenue

FRM eligible GPS 2025: 266
FRM eligible GPS 2024: 291

nt improvement since
no change since

K	L
GPS	% increase
1	10.00%
2	-11.67%
3	-23.33%
4	-5.00%
5	9.27%
6	-17.71%
7	1.67%
8	-20.93%
tk	35.42%
k	-10.82%

2024-25: 291/540=0.539 (54%)
2023-24: 266/588=0.452 (45%)

nt	Increase since Census Day	Enroll Assumed in the Mid-Year Budget for Q3 and Q4
36	-1	588
47	16	247
40	3	540
04	16	500
77	34	1,875

me since December

Revenue Variances Related to FRL Count*						
Hayward Collegiate						
			Variance	Planned FRL	Census Day FRL (1.17)	
	540/24					
	357		(1,416,735)	65.67%	53.68%	-11.99%
	695		(27,089)			
	572		(1,255)			
	00		\$ (1,445,079.00)			
Gilroy Prep						
				Planned FRL	Census Day FRL (1.17)	
LCFF	6,730,969	6,696,351	\$ (34,618)	53.73%	44.29%	-9.44%
Title I	189,866	73,098	\$ (116,768)			
	\$ 6,920,835	\$ 6,769,449.00	\$ (151,386.00)			
Hollister Prep						
				Planned FRL	Census Day FRL (1.17)	
LCFF	7,264,745	6,148,680	\$ (1,116,065)	62.60%	44.24%	-18.36%
Title I	199,894	98,935	\$ (100,959)			
	\$ 7,464,639	\$ 6,247,615.00	\$ (1,217,024.00)			
Watsonville Prep						
				Planned FRL	Census Day FRL (1.17)	
LCFF	7,228,753	7,061,895	\$ (166,858)	85.20%	74.48%	-10.72%
Title I	319,416	121,931	\$ (197,485)			
	\$ 7,548,169	\$ 7,183,826.00	\$ (364,343.00)			

*Variance includes FRL and enrollment differences at HCC and WPS

Our budget deficit has declined from \$4.6m in 2023-2024 to \$820k in 2024-25

- Reductions in expenditures since November have allowed us to realize savings
- Increases in enrollment have helped solidify slightly increased revenue

	2024-25 Board Approved Budget	2024-25 Budget Reforecast (resourced from Edtec)	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment	1920	1848	1875	-45	-2%
ADA	1812	1750	1763	-49	-3%
ADA %	94%	95%	94%		
REVENUE:					
LCFF Revenue	\$ 23,514,681	\$ 22,803,283	\$ 22,809,411	\$ (705,270)	-3%
Federal Revenue	2,031,621	1,634,119	1,476,994	(554,626)	-27%
Other State Revenue	6,947,634	6,686,382	6,665,593	(282,041)	-4%
Local Revenue	249,300	249,300	249,300	-	0%
Donations & Grants	542,000	1,552,305	1,694,188	1,152,188	213%
CMO Management Fees	3,757,921	4,422,654	3,280,425	(477,496)	-13%
Reserves Allocation	-	-	-	-	0%
Total Revenue	37,043,157	37,348,043	36,175,911	(867,246)	-2%
EXPENDITURES:					
Compensation	\$ 20,760,645	\$ 19,816,095	\$ 21,025,066	\$ 264,421	1%
Benefits & Taxes	5,048,985	5,817,514	6,438,069	1,389,084	28%
Books & Supplies	1,928,870	1,843,209	1,092,455	(836,415)	-43%
Services & Other Operating Expense	4,537,383	5,583,194	5,081,108	543,725	12%
CMO Management Fees	3,757,921	4,422,654	3,280,424	(477,497)	-13%
Capital Outlay	830,114	498,763	78,983	(751,131)	-90%
Total Expenditures	36,863,918	37,981,429	36,996,106	132,188	0%
Revenue Less Expenditures	\$ 179,239	\$ (633,386)	\$ (820,194)	\$ (999,433)	-134%

GPS now has a balanced budget through contributions from the SO

Gilroy Prep					
	2024-25 Board Approved Budget	2024-25 Budget Reforecast (resourced from Edtec)	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment	588	588	588	0	0%
ADA	559	562	559	0	0%
ADA %	95%	96%	95%		
REVENUE:					
LCFF Revenue	\$ 6,764,264	\$ 6,696,351	\$ 6,702,479	\$ (61,785.00)	-1%
Federal Revenue	560,629	474,526	448,375	(112,254)	-20%
Other State Revenue	1,601,677	1,539,568	1,576,681	(24,996)	-2%
Local Revenue	20,000	20,000	20,000	-	0%
Donations & Grants	7,500	282,805	47,500	40,000	533%
CMO Management Fees	-	-	-	-	0%
Reserves Allocation	-	-	-	-	0%
Total Revenue	8,954,070	9,013,250	8,795,036	(159,034)	-2%
EXPENDITURES:					
Compensation	\$ 5,131,815	\$ 4,648,067	\$ 5,184,157	\$ 52,342	1%
Benefits & Taxes	1,367,950	1,485,801	1,671,959	304,009	22%
Books & Supplies	494,354	492,444	385,493	(108,861)	-22%
Services & Other Operating Expense	563,857	919,837	761,192	197,335	35%
CMO Management Fees	982,973	1,261,855	615,652	(367,321)	-37%
Capital Outlay	335,624	329,551	34,959	(300,665)	-90%
Total Expenditures	8,876,573	9,137,555	8,653,412	(223,161)	-3%
Revenue Less Expenditures	\$ 77,497	\$ (124,305)	\$ 141,623	\$ 64,126	83%

Despite SO contributions, HC continues to have a small deficit, caused by the construction delays, which can be absorbed by the reserves

Hayward Collegiate

	2024-25 Board Approved Budget	2024-25 Budget Reforecast (resourced from Edtec)	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment	264	232	247	-17	-6%
ADA	252	220	235	-17	-7%
ADA %	95%	95%	92%		
REVENUE:					
LCFF Revenue	\$ 3,206,710	\$ 2,896,357	\$ 2,896,357	\$ (310,353)	-10%
Federal Revenue	241,537	237,389	215,952	(25,585)	-11%
Other State Revenue	1,114,433	990,306	1,043,453	(70,980)	-6%
Local Revenue	2,000	2,000	2,000	-	0%
Donations & Grants	125,500	125,500	212,688	87,188	69%
CMO Management Fees	-	-	-	-	0%
Reserves Allocation	-	-	-	-	0%
Total Revenue	4,690,180	4,251,552	4,370,450	(319,730)	-7%
EXPENDITURES:					
Compensation	\$ 2,385,420	\$ 2,210,684	\$ 2,358,093	\$ (27,327)	-1%
Benefits & Taxes	613,218	698,767	684,512	71,294	12%
Books & Supplies	566,790	608,050	444,848	(121,942)	-22%
Services & Other Operating Expense	438,932	713,565	482,766	43,834	10%
CMO Management Fees	527,334	595,217	611,863	84,529	16%
Capital Outlay	144,490	151,637	1,435	(143,055)	-99%
Total Expenditures	4,676,184	4,977,920	4,583,517	(92,667)	-2%
Revenue Less Expenditures	\$ 13,996	\$ (726,368)	\$ (213,068)	\$ (227,064)	-1622%

HPS now has a balanced budget through contributions from the SO

Hollister Prep

	2024-25 Board Approved Budget	2024-25 Budget Reforecast (resourced from Edtec)	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment	540	540	540	0	0%
ADA	513	513	513	0	0%
ADA %	95%	95%	95%		
REVENUE:					
LCFF Revenue	\$ 6,282,860	\$ 6,148,680	\$ 6,148,680	\$ (134,180.00)	-2%
Federal Revenue	480,118	367,743	366,528	(113,590)	-24%
Other State Revenue	1,420,032	1,279,376	1,278,329	(141,703)	-10%
Local Revenue	20,000	20,000	20,000	-	0%
Donations & Grants	7,500	7,500	34,688	27,188	363%
CMO Management Fees	-	-	-	-	0%
Reserves Allocation	-	-	-	-	0%
Total Revenue	8,210,510	7,823,299	7,848,225	(362,286)	-4%
EXPENDITURES:					
Compensation	\$ 4,858,590	\$ 4,678,096	\$ 4,992,782	\$ 134,192	3%
Benefits & Taxes	1,333,144	1,490,040	1,557,772	224,628	17%
Books & Supplies	160,666	140,285	53,749	(106,917)	-67%
Services & Other Operating Expense	815,214	856,546	744,342	(70,872)	-9%
CMO Management Fees	1,018,731	1,095,262	470,893	(547,838)	-54%
Capital Outlay	-	-	25,519	25,519	0%
Total Expenditures	8,186,345	8,260,229	7,845,057	(341,288)	-4%
Revenue Less Expenditures	\$ 24,165	\$ (436,930)	\$ 3,167	\$ (20,998)	-133%

WPS has a balanced budget and has increased revenue via enrollment

Watsonville Prep

	2024-25 Board Approved Budget	2024-25 Budget Reforecast (resourced from Edtec)	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment	528	488	500	-28	-5%
ADA	488	455	456	-32	-7%
ADA %	92%	93%	92%		
REVENUE:					
LCFF Revenue	\$ 7,260,847	\$ 7,061,895	\$ 7,061,895	\$ (198,952.00)	-3%
Federal Revenue	749,337	554,461	446,139	(303,198)	-40%
Other State Revenue	2,811,492	2,877,132	2,767,130	(44,362)	-2%
Local Revenue	7,300	7,300	7,300	-	0%
Donations & Grants	1,500	1,500	264,313	262,813	17521%
CMO Management Fees	-	-	-	-	0%
Reserves Allocation	-	-	-	-	-
Total Revenue	10,830,476	10,502,288	10,546,777	(283,699)	-3%
EXPENDITURES:					
Compensation	\$ 5,170,394	\$ 4,313,872	\$ 5,067,334	\$ (856,522)	-17%
Benefits & Taxes	1,402,863	1,388,617	1,547,119	(14,246)	-1%
Books & Supplies	643,171	538,541	182,254	(104,630)	-16%
Services & Other Operating Expense	1,995,224	2,287,394	1,981,174	292,170	15%
CMO Management Fees	1,228,883	1,470,320	1,582,016	241,437	20%
Capital Outlay	350,000	17,575	5,794	(332,425)	-95%
Total Expenditures	10,790,535	10,016,319	10,365,691	(774,216)	-7%
Revenue Less Expenditures	\$ 39,941	\$ 485,969	\$ 181,086	\$ 490,517	-84%

Growth expenses have been limited to only the portion of the CSGF allocated to growth

	Growth Planning Year -1 / Year 0			
	2024-25 Board approved Budget *funded with CMO reserve balance	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment				
ADA				
ADA %				
REVENUE:				
LCFF Revenue	\$ -	\$ -	\$ -	0%
Federal Revenue	-	-	-	0%
Other State Revenue	-	-	-	0%
Local Revenue	-	-	-	0%
Donations & Grants	350,000	607,341	257,341	74%
CMO Management Fees	-	-	-	0%
Reserves Allocation	589,011	-	(589,011)	-100%
Total Revenue	939,011	607,341	(331,670)	-35%
EXPENDITURES:				
Compensation	\$ 574,672	\$ 468,124	\$ (106,548)	-19%
Benefits & Taxes	116,801	54,217	\$ (62,584)	-54%
Books & Supplies	-	-	\$ -	0%
Services & Other Operating Expense	247,538	85,000	\$ (162,538)	-66%
CMO Management Fees	-	-	\$ -	0%
Capital Outlay	-	-	\$ -	0%
Total Expenditures	939,011	607,341	(331,670)	-35%
Revenue Less Expenditures	-	\$ -	\$ -	

The Support Office has absorbed what would otherwise be school site deficits

CMO

	2024-25 Board Approved Budget	2024-25 Budget Reforecast (resourced from Edtec)	2024-25 Mid Year Budget Revision	\$ Variance (Mid Yr Budget - Approved Budget)	% Variance (\$ variance / Approved Budget)
Enrollment					
ADA					
ADA %					
REVENUE:					
LCFF Revenue	\$ -	\$ -	\$ -	\$ -	0%
Federal Revenue	-	-	-	-	0%
Other State Revenue	-	-	-	-	0%
Local Revenue	200,000	200,000	200,000	-	0%
Donations & Grants	400,000	1,135,000	1,135,000	735,000	184%
CMO Management Fees	3,757,921	4,422,654	3,280,425	(477,496)	-13%
Reserves Allocation	-	-	-	-	-
Total Revenue	4,357,921	5,757,654	4,615,425	257,504	6%
EXPENDITURES:					
Compensation	\$ 3,214,426	\$ 3,965,376	\$ 3,422,700	\$ 208,274	6%
Benefits & Taxes	331,810	754,289	976,707	644,897	194%
Books & Supplies	63,889	63,889	26,111	(37,778)	-59%
Services & Other Operating Expense	724,156	805,852	1,111,634	387,478	54%
CMO Management Fees	-	-	-	-	0%
Capital Outlay	-	-	11,276	11,276	0%
Total Expenditures	4,334,281	5,589,406	5,548,428	1,214,147	28%
Revenue Less Expenditures	\$ 23,640	\$ 168,248	(933,003)	\$ (956,643)	-4047%

Projected year end reserves will decline from \$7.3m to \$6.5m

	GPS	HCC	HPS	WPS	CMO	Combined
2023-24 Reserve	\$1,655,067	\$713,801	\$2,305,077	\$1,488,625	\$1,113,136	\$7,275,706
Net Operating Budget	\$141,623	(\$213,068)	\$3,167	\$181,086	(\$933,003)	(\$820,194)
Projected 2024-25 End of Year Reserves	\$1,796,690	\$500,733	\$2,308,244	\$1,669,711	\$180,133	\$6,455,512
Reserve as a % of 2024-25 Operating Expense	20.8%	10.1%	29.4%	16.1%	3.2%	17%

Thank You!



Navigator Schools

Charting a new course in education

Caprice Young, Ed.D.
CEO and Superintendent
(831)833-6627

Caprice.Young@navigatorschools.org

Coversheet

Building Hope Terms Sheet/Financing

Section:	IV. Finance
Item:	B. Building Hope Terms Sheet/Financing
Purpose:	Vote
Submitted by:	
Related Material:	Building Hope Financing Terms Sheet.pdf Term Sheet--Navigator-V2 Clean 1.7.25.pdf



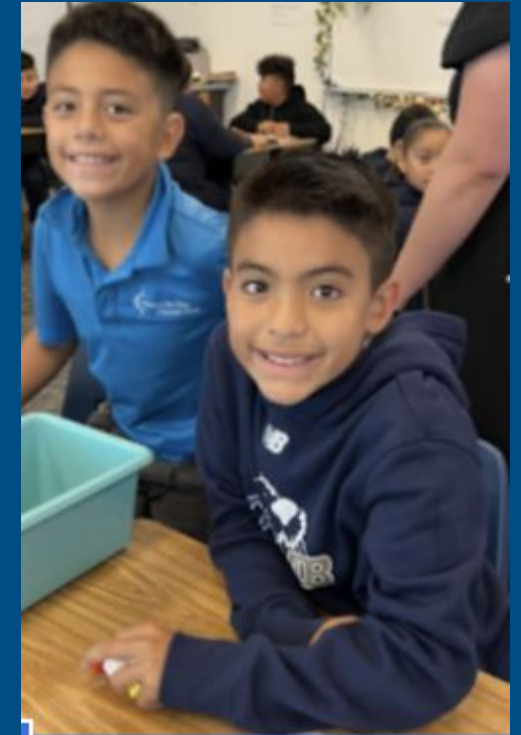
Navigator Schools

Finance Committee January 16, 2025

Agenda



1. Revised Unaudited Actuals for 2023-24 Budget and Balance Sheet
2. 2024-25 Budget Update
3. Cash Balances
4. **Building Hope Financing Terms Sheet**
5. Updated 2024-25 Projected Cash Flow



Building Hope will provide bridge financing until the Prop 51 funds arrive in June; \$5.72 long-term financing of GPS and HC anticipated by 6/30/25

Navigator Schools - Board Meeting - Agenda - Monday, February 10, 2026 at 6:00 PM

Building Hope Terms for up to \$4.68 m (Please see attached pdf of the full terms.)

Loan Term:	12 months + 6 month Extension Option
Interest Rate:	Between 6.5% and 7.0%. The exact interest rate shall be determined and fixed upon the completion of Underwriting.
Payments:	The loan shall consist of monthly payments of Interest-only for the term of the loan. All principal and accrued but unpaid interest and additional charges, if any shall be paid at Maturity or at the Extended Maturity Date, if applicable. No early repayment penalty.
Collateral	(i) a Senior pledge of the State of California Proposition 51 Grant proceeds associated with the Project, (ii) a Senior Pledge of Loan proceeds of the State of California Proposition 51 Loan associated with the Project, (iii) a Subordinate Pledge of all other revenues of the Borrower, (iii) a Subordinate Lien against all other business assets of the Borrower perfected by UCC filing, and (iv) other security interest as reasonably required by the Lender.
Fees:	Underwriting fee: \$5,000. 1% of the committed Loan amount. The Loan Fee shall be paid as follows: (a) 50% of the Fee shall be paid at closing, and (b) 50% of the Loan Fee shall be paid at the earlier of: 6 months after closing or the date on which the Borrower receives any portion of the Proposition 51 funds. The Borrower shall also pay a loan Extension Fee equal to ½% of the Outstanding Loan Amount, at the time the loan is extended, if applicable.
Covenants:	<p>The following covenants will be tested annually based on year-end financial statements and confirmed with Audited Financial Statements:</p> <ol style="list-style-type: none">1. Fixed Charge Coverage of not less than 1.1x (calculated based on Change in Unrestricted Net Assets+Fixed Charges/Fixed Charges+Interest). Fixed Charges related to property debt with Balloon or Bullet payments shall be based on an assumed 30 Year Amortization for such property debt and based on an assumed interest rate of 6.75%;2. Unrestricted Cash equal to at least thirty (30) days' operating expenses;3. Cross-default with all other Loan and Lease obligations of the Borrower.

GPS and HCC facilities projects have been funded through our \$9m LOC and cash reserves

Project Name:	Modular Classrooms & Playground Design
Project Owner:	Navigator Schools
School Site:	Gilroy Prep
Project Start Date:	9/1/2023
Projected Completion Date:	6/30/2025
Total Project Cost:	\$ 7,100,000
% of project completed:	65%
Remaining Balance to Pay:	\$ 2,479,392

Sources of Funds	Amount	Description
Prop 51 State GO Bond Funds		
Prop 51 Grant	2,340,260	State Grant, no payback
Prop 51 Loan	2,340,260	State Loan, 30yr est. IR 2%, payback period starts 1 year after occupancy date (Jul 2026 est. DS start)
NS Equity - (project cost - funding)	2,419,480	Bridge Financing (EWB LOC)
Total Sources	\$ 7,100,000	

Use of Funds	Amount	Description
Hard Costs	5,191,195	Construction
Soft Costs	856,539	Permits, Fees, Surveys, Architecture, Legal, Inspections, Insurance
Management Costs	320,000	PCSD Project Management Fees
Contingency	607,266	
Added site work for parking & sidewalk	125,000	Relocated parking spaces and upgrade small portion of sidewalk pathway
Total Uses	\$ 7,100,000	

Project Name:	Modular Classrooms
Project Owner:	Navigator Schools
School Site:	Hayward Collegiate
Project Start Date:	9/1/2023
Projected Completion Date:	6/30/2025
Total Project Cost:	\$ 3,300,000
% of project completed:	58%
Remaining Balance to Pay:	\$ 1,381,960

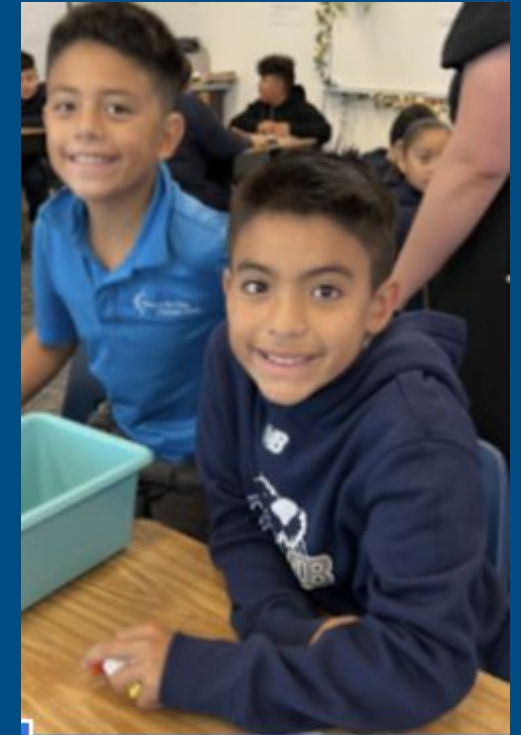
Sources of Funds	Amount	Description
Debt Financing	3,300,000	Bridge Financing (EWB LOC)
Total Sources	\$ 3,300,000	
Use of Funds	Amount	Description
Hard Costs	2,379,161	Construction
Soft Costs	390,446	Permits, Fees, Surveys, Architecture, Legal, Inspections, Insurance
Financing Costs	120,000	Financing Costs
Management Costs	115,000	PCSD Project Management Fees
Contingency	295,393	
Total Uses	\$ 3,300,000	

This \$10.4m will be repaid through a Prop 51 grant (\$2.34m), a Prop 51 low interest loan (\$2.34m), and a \$5.72m long-term loan



Upcoming Finance Committee Items

- Monthly P&L, Balance Sheet, and Cash Flow Update, dashboard indicators (at every meeting)
- Revised 2024-25 Budget
- Multiyear current program forecast
- Multiyear growth forecasts (scenarios)
- Audit (also goes to Audit Committee)





January 7, 2024

Ms. Caprice Young
Chief Executive Officer
Navigator Schools
650 San Benito St., Suite 230
Hollister, CA 95023

Dear Ms. Young:

Building Hope Finance ("Building Hope" or the "Lender") is pleased to present this financing Term Sheet for a bridge loan of up to \$4,680,000 (the "Loan") used to acquire and install modular classrooms for the Navigator Gilroy Preparatory Campus located at 277 100F Avenue, Gilroy, CA 95020 ("Property").

The terms of this Term Sheet are outlined below:

SUMMARY OF TERMS

Lender:	Building Hope Finance
Borrower:	Navigator Schools
Charter School(s):	Gilroy Prep Hayward Collegiate Hollister Prep Watsonville Prep
Project:	A \$7,100,000 Acquisition Modular Classroom project for Gilroy Prep.
Purpose:	To bridge \$4,680,000 of funding previously awarded Proposition 51 Grant and Loan from the State of California for the Gilroy Prep campus.
Loan Amount:	Up to \$4,680,000
Loan Term:	12 months + 6 month Extension Option
Interest Rate:	Between 6.5% and 7.0%. The exact interest rate shall be determined and fixed upon the completion of Underwriting.
Term Sheet Expiration:	This Term Sheet shall expire, if the Borrower does not return the signed Term Sheet along with the Good Faith Deposit by January 10 th , 2025.
Loan Extension Option:	The Borrower shall have the option to extend the loan 1 time for an additional 6 months, beyond the original maturity, provided that the borrower is in compliance with all other terms of the loan.
Amortization/Payments:	The loan shall consist of monthly payments of Interest-only for the term of the loan. All principal and accrued but unpaid interest and additional charges, if any shall be paid at Maturity or at the Extended Maturity Date, if applicable.
Collateral:	The loan will be secured by the following: (i) a Senior pledge of the State of California Proposition 51 Grant proceeds associated with the Project, (ii) a Senior Pledge of Loan proceeds of the State of California Proposition 51 Loan associated with the Project, (iii) a Subordinate Pledge of all other revenues of the Borrower, (iii) a Subordinate Lien against all other business assets of the Borrower perfected

	by UCC filing, and (iv) other security interest as reasonably required by the Lender.
Prepayment Fee:	None
Loan Fee:	<p>1% of the committed Loan amount. The Loan Fee shall be paid as follows: (a) 50% of the Fee shall be paid at closing, and (b) 50% of the Loan Fee shall be paid at the earlier of: 6 months after closing or the date on which the Borrower receives any portion of the Proposition 51 funds.</p> <p>The Borrower shall also pay a loan Extension Fee equal to ½% of the Outstanding Loan Amount, at the time the loan is extended, if applicable.</p>
Underwriting Fee:	\$5,000 Fee for Underwriting the Transaction shall be paid to Lender at closing.
Loan Expenses, Third-Party Reports, and Good Faith Deposit:	<p>Notwithstanding anything to the contrary contained herein, Borrower shall pay all reasonable costs and expenses of closing the Loan (including reasonable legal fees and costs and expenses of any third-party reports, insurance reviews and expenses), irrespective of whether the Loan closes. The Lender Legal Fees for this transaction are estimated to be \$50,000 or less.</p> <p>All third-party reports (including but not limited to environmental reviews, and property condition assessments) will be made available to the Lender with reliance letters if necessary and appropriate.</p>
Environmental Review:	A current (i.e. dated within 12 months) Phase I Environmental Site Assessment prepared in accordance with industry standards using the most recent ASTM Standard Practice E1527, "Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process". A Phase II Environmental Site Assessment will be required if the Phase I recommends obtaining a Phase II. As with all third-party reports, the Borrower shall be responsible for the expense, regardless of whether the Loan closes.
Financial/Other Covenants:	<p>The following covenants will be tested annually based on year-end financial statements and confirmed with Audited Financial Statements:</p> <ul style="list-style-type: none"> ● Fixed Charge Coverage of not less than 1.10x (calculated based on Change in Unrestricted Net Assets+Fixed Charges/Fixed Charges+Interest). Fixed Charges related to property debt with Balloon or Bullet payments shall be based on an assumed 30 Year Amortization for such property debt and based on an assumed interest rate of 6.75%; ● Unrestricted Cash equal to at least thirty (30) days' operating expenses; ● Cross-default with all other Loan and Lease obligations of the Borrower. ● Other covenants reasonably required by Lender.
Additional Debt:	<p>No additional debt may be incurred by Borrower without the consent of Building Hope Finance.</p> <p>The above notwithstanding, Lender expressly consents to the Refinance of the East West Bank Line of Credit, in an amount not to exceed \$5.8 Million, for the purpose of providing Permanent Financing on the Gilroy Campus and the Hayward Collegiate Campus, provided such refinancing does not result in a breach of any Financial Covenant.</p>
Reporting:	<p>The Borrower will provide periodic reporting of the following information:</p> <ul style="list-style-type: none"> ● Consolidated Audited Financial Statements on the Borrower and enrollment statistics for each of the charter schools; ● Annual operating budget and enrollment projections for each of the charter schools; ● A compliance certificate confirming compliance with all financing and lease covenants for all loan and lease obligations, in the form acceptable to Lender; ● Quarterly management-prepared financial statements;

	<ul style="list-style-type: none"> • Enrollment, by grade, headcount, Average Daily Attendance or any other similar report that is required to be submitted to the Authorizer for each charter school; • Re-enrollment statistics on April 30th and on the date that is one (1) month prior to the start of school for each charter school; and • Such other information Lender may request.
Pre-closing Conditions:	<p>Closing of the Loan contemplated by this Term Sheet is contingent upon:</p> <ul style="list-style-type: none"> • <u>Hazard & Liability Insurance</u>: Building Hope's satisfactory review of insurance obtained for the Project, Building Hope and any other parties required by Building Hope being named as an additional insured party, and liability coverage for all parties to the transaction in amounts and with terms acceptable to the Lender • <u>Title Insurance</u>: Title insurance policy insuring good and clear title to the land and improvements comprising the financed property containing no survey exception by a title company selected by Lender in amounts satisfactory to Lender and Counsel may be required. • <u>No Material Adverse Condition</u>: There shall be no material change in the operating and financial condition of the Borrower or of each material Tenant. • <u>Loan Documents</u>: Execution of loan documents satisfactory in all respects to Building Hope's Counsel. • <u>Approval of Investment Committee</u>: Building Hope's Investment Committee must approve the Loan Request, after giving consideration to a review of all due diligence credit information. The tentative Investment Committee Meeting to discuss this loan request will be on February 19, 2025
Good Faith Deposit	<p>Upon execution of this term sheet, the Borrower shall provide a deposit of \$10,000 to be applied to fees and expenses associated with this loan. This deposit shall be returned to Borrower upon receipt of an early termination notice delivered by Borrower prior to the approval of the Loan by the Building Hope Investment Committee.</p>

This Term Sheet is meant to express Building Hope Finance's interest in providing the financing and is not a commitment to lend funds. If the Loan Request is approved by the Building Hope Investment Committee, Building Hope Finance will issue a binding financing commitment to the Borrower, based on the terms approved by the Investment Committee.

After reviewing the above terms and conditions, please feel free to call with any questions or comments. If you find the above terms and conditions to be acceptable, please indicate so by signing below and returning a faxed or emailed copy to my attention. Upon receipt of the executed term sheet and deposit, Building Hope will proceed with the final loan underwriting and approval process. Please note that the deposit is nonrefundable but will be credited towards closing costs should the Loan be approved and funded. I look forward to hearing from you and continuing to work with you on this important project.

Sincerely,



Robin Odland
President, Building Hope Finance

Accepted and Agreed by Navigator Schools:

Name: 

Title: Chief Financial & Operating Officer

Date: 1/10/2025