



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Virtual/Zoom Conferencing

Published on November 4, 2022 at 11:54 AM PDT

Date and Time

Thursday November 10, 2022 at 11:30 AM PST

Location

The meeting will be held virtually.

[Join Zoom Meeting](#)

ID: 95540477798

Passcode: 375435

[\(US\) +1 507-473-4847](#)

Passcode: 375435

MISSION STATEMENT

Sage Oak, in collaboration with parents, teachers, students, and the school's leadership team, cultivates lifelong learners by recognizing students' and parents' needs for educational options. Sage Oak balances flexibility with accountability and high academic excellence for families seeking a non-traditional, personalized educational experience. Sage Oak understands the need for partnership in order for students to attain their personal academic goals.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or

participate in this meeting of the Governing Board may request assistance by contacting Sage Oak Charter Schools.

Agenda

	Purpose	Presenter	Time
I. Opening Items			11:30 AM
A. Call the Meeting to Order		Board President	1 m
B. Record Attendance		Board President	1 m
Roll Call: William Hall, President Michael Humphrey, Vice President Steve Fraire, Clerk Susan Houle, Member Peter Matz, Member			
II. Approve/Adopt Agenda			11:32 AM
A. November 10, 2022 Regular Meeting of the Board of Directors	Vote	Board President	5 m
It is recommended the Board of Directors adopt the agenda as presented.			
III. Approve Minutes			11:37 AM
A. October 13, 2022 Regular Meeting of the Board of Directors	Approve Minutes	Board President	5 m
IV. Board Governance			11:42 AM
A. Approval of Resolution No. 2022-11-10 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361	Vote	Board President	5 m
It is recommended the Board approve Resolution No. 2022-11-10 authorizing continued use of remote teleconferencing provisions pursuant to AB 361 and Government Code section 54953.			
Option 1 BE IT FURTHER RESOLVED, that the Governing Board has reconsidered the circumstances of the State of Emergency and finds that COVID-19 continues to pose an imminent threat to the health and safety of the community and directly impacts the ability of the members to meet safety in person.			
Option 2 BE IT FURTHER RESOLVED, that the Governing Board has reconsidered the circumstances of the State of Emergency and finds that state or local officials continue to impose or recommend measures to promote social distancing.			
Roll Call Vote: William Hall Michael Humphrey			

	Purpose	Presenter	Time
Steve Fraire			
Susan Houle			
Peter Matz			
Moved by _____	Seconded by _____	Ayes _____	Nays _____ Absent _____

V. Pledge of Allegiance **11:47 AM**

A. Led by Board President or designee.	Board President	5 m
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VI. Public Comments/Recognition/Reports

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

VII. Correspondence/Proposals/Reports **11:52 AM**

A. School Highlights - Presented by Krista Woodgrift, Superintendent of Schools and CEO	Krista Woodgrift	5 m
B. CliftonLarsonAllen LLP (CLA) Governance Entrance Letter - Presented by Tim O'Brien, Director of Business Services	Tim O'Brien	5 m

VIII. Consent **12:02 PM**

Items listed under Consent are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent upon the request of any member of the Board, discussed, and acted upon separately.

A. Consent- Business Financial/Services		5 m
1. Check Register- October 2022		
2. Ratification of Swank Motion Pictures, Inc. K-12 Streaming Agreement		

B. Consent- Personnel Services		5 m
1. Approval of Certificated Personnel Report		
2. Approval of Classified Personnel Report		
3. Approval of Job Descriptions		

C. Consent- Policy Development		5 m
1. Approval of existing board policies revised, reinstated, reviewed, and/or eliminated by staff for the 2022-23 school year.		

Board Policy: Revised

The following current policy has been revised to provide clarity and alignment with changes in law or procedures.

6000 Series- Instruction

SO-6115 Attendance, Support, and Involuntary Removal Policy

	Purpose	Presenter	Time
D. Consent Items A through C	Vote	Board President	5 m

Consent Items listed under A through C are considered routine and will be approved/adopted by a single motion.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

IX. Business Financial/Services

12:22 PM

A. Approval of Chase Ink Business Premier Credit Card	Vote	Tim O'Brien	10 m
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It is recommended the Board approve the submission of the Chase Ink Business Premier Credit Card application for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: None

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

X. Personnel Services

12:32 PM

A. Approval of 2022-25 Memorandum Of Understanding (MOU) - Center for Teacher Innovation (CTI) Induction Program	Vote	Erin Bunch	5 m
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It is recommended the Board approve the 2022-25 MOU, for participation in the CTI Induction Program, between the Riverside County Superintendent of Schools and Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: None

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

B. Approval of Ultimate Kronos Group (UKG), a New Human Resources Information System (HRIS), Three-Year Contract	Vote	Candice Coffey	10 m
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	Purpose	Presenter	Time
It is recommended the Board approve the three-year contract for a new HRIS system between Ultimate Kronos Group (UKG) and Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).			

Fiscal Impact Breakdown:
 Fiscal Year 2022 \$61,660 (November-December)
 Fiscal Year 2023 \$92,813
 Fiscal Year 2024 \$97,350
 Fiscal Year 2025 \$81,950 (January-October)

Total Fiscal Impact for the Three-Year Contract: \$333, 773
 Sage Oak Charter Schools - Helendale (#1885) \$260,343
 Sage Oak Charter Schools - Keppel (#1886) \$36,715
 Sage Oak Charter Schools - Warner (#2051) \$36,715

Roll Call Vote:
 William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Peter Matz
 Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

C. Approval of UKG Pro Client-Side Implementation Services Agreement with HRMS Solutions, Inc.	Vote	Candice Coffey	5 m
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It is recommended the Board approve the service agreement as presented between HRMS Solutions, inc. and Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: \$20,000 (2022-23 school year only)
 Sage Oak Charter Schools - Helendale (#1885) \$15,600
 Sage Oak Charter Schools - Keppel (#1886) \$2,200
 Sage Oak Charter Schools - Warner (#2051) \$2,200

Roll Call Vote:
 William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Peter Matz
 Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XI. Calendar 12:52 PM

A. The next scheduled Regular Board of Directors Meeting, held virtually, will be on December 8, 2022.			5 m
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XII. Comments 12:57 PM

A. Board Comments	Discuss		5 m
B. Superintendent Comments	Discuss	Krista Woodgrift	5 m

XIII. Closing Items 1:07 PM

A. Adjourn Meeting	Vote	Board President	1 m
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	Purpose	Presenter	Time
Roll Call Vote:			
William Hall			
Michael Humphrey			
Steve Fraire			
Susan Houle			
Peter Matz			
Moved by _____	Seconded by _____	Ayes _____	Nays _____ Absent _____

FOR MORE INFORMATION
For more information concerning this agenda, contact
Sage Oak Charter Schools.