



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Virtual/Zoom Conferencing

Published on December 2, 2022 at 4:12 PM PST

Amended on December 7, 2022 at 8:24 PM PST

Date and Time

Thursday December 8, 2022 at 11:30 AM PST

Location

The meeting will be held virtually.

[Join Zoom Meeting](#)

ID: 93077196219

Passcode: 417657

[\(US\) +1 646-931-3860](#)

Passcode: 417657

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. Pledge of Allegiance			11:32 AM
A. Led by Board President or Designee		Board President	3 m
III. Board Governance			11:35 AM
A. Approval of Resolution No. 2022-12-8 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. 2022-12-8 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
- Steve Fraire
- Susan Houle
- Peter Matz

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

IV. Approve/Adopt Agenda 11:40 AM

A. December 8, 2022 Regular Meeting of the Board of Directors	Vote	Board President	2 m
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It is recommended the Board of Directors adopt the agenda as presented.

V. Approve Minutes 11:42 AM

A. November 10, 2022 Regular Meeting of the Board of Directors	Approve Minutes	Board President	2 m
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VI. Public Comment - Closed Session

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section Public Comments/Recognition/Reports.

VII. Adjourn to Closed Session

The Board will consider and may act on any of the Closed Session matters.

Roll Call Vote:

- William Hall
- Michael Humphrey
- Steve Fraire
- Susan Houle
- Peter Matz

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

Purpose Presenter Time

VIII. Closed Session **11:44 AM**

- A.** Conference with Legal Counsel - Existing
Litigation (Gov. Code Section 54956.9(d)
(1)) 15 m

Teshami Reid v. The Collaborative Charter Services Organization, et al.
Yvette Lares v. The Collaborative Charter Services Organization, et al.

IX. Reconvene Regular Meeting **11:59 AM**

- A.** Report Out from Closed Session Board 2 m
President

X. 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.

XI. Correspondence/Proposals/Reports **12:01 PM**

- A.** School Highlights - Presented by Krista Woodgrift, Superintendent of Schools and CEO Krista Woodgrift 5 m
- B.** Principal Updates- Presented by Traci King, Chelsey Anema, Lana Beshara Erin Bunch 15 m

Traci King, High School Principal
Chelsey Anema, Personalized Learning TK-8 Academy Principal
Lana Beshara, Virtual Learning Academy Principal

XII. Consent **12:21 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 1 m

1. Sage Oak Charter Schools Check Register- November 2022

	Purpose	Presenter	Time
2. Ratification of Memorandum of Understanding (MOU) with the San Diego County Superintendent of Schools (SDCOE) for Phishing Simulation Software and Services			
B. Consent- Education/Student Services			1 m
1. Ratification of Paper Education Company Inc. Service Agreement			
2. Revisions to Sage Oak Charter Schools English Learner (EL) Master Plan 2022-23			
C. Consent- Personnel Services			1 m
1. Approval of Certificated Personnel Report			
2. Approval of Classified Personnel Report			
3. Approval of Job Descriptions			
4. Approval of Sage Oak Charter Schools 2022-23 Employee Handbook Revisions			
D. Consent- Policy Development			1 m
1. Approval of Existing Board Policies Revised by Staff			

To ensure adherence with current state and federal laws related to instruction, policies are reviewed and updated accordingly to provide clarity and alignment in support of effective governance.

Sage Oak Charter Schools is requesting the Board approve the changes to the following policies as presented.

Board Policies: REVISED

1000 Series - Community Relations

SO-1025 Uniform Complaint Policy

5000 Series - Student Services

SO-5000 Concepts and Roles

SO-5050 Academic Integrity Policy

SO-5060 Grade Acceleration Policy

SO-5075 Transcripts From Non-Accredited Schools Policy

SO-5085 Communicable, Contagious, or Infectious Disease Prevention Policy

SO-5095 Grade Retention Policy

SO-5120 Transitional Kindergarten/ Kindergarten Enrollment Policy

E. Consent Items A through D	Vote	Board President	1 m
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Consent Items listed under A through D are considered routine and will be approved/adopted by a single motion.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

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

XIII. Organizational Structure of the Board **12:26 PM**

A. Full Board Audit Committee, Fiscal Year 2022-23	Vote	Krista Woodgrift	5 m
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An annual independent financial audit of the books and records of Sage Oak Charter Schools will be conducted as required by Education Code Sections 47605(c)(5)(I) and 47605(m).

It is recommended the Sage Oak Charter Schools Governing Board will oversee the selection of an independent auditor and the completion of an annual audit of the school's financial affairs as a full Board audit committee.

Roll Call Vote:

William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Peter Matz

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

XIV. Business/Financial Services **12:31 PM**

A. Approval of 2022-23 Sage Oak Charter Schools First Interim Financial Report	Vote	Tim O'Brien	15 m
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It is recommended the Board approve the First Interim Financial Report as presented for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051), for the fiscal year 2022-2023.

Fiscal Impact:

Roll Call Vote:

William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Peter Matz

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

B. Approval of Independent Auditors' Report for Sage Oak Charter Schools - Presented by CliftonLarsonAllen (CLA)	Vote	Lili Huang	10 m
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Purpose Presenter Time

It is recommended the Board approve the Independent Auditors' Report - Year Ended June 30, 2022, 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 _____

XV. Policy Development

12:56 PM

A. Approval of New Board Policy

Tim

5 m

O'Brien

It is recommended the Board take action to approve the following new policy.

3000 Series- Business/Non-Instructional

SO-3020 Purchasing Card Fiscal Policy

Fiscal Impact: N/A

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

XVI. Calendar

1:01 PM

A. Next Scheduled Regular Board of Directors

1 m

Meeting - January 12, 2023

XVII. Comments

1:02 PM

A. Board Comments

Discuss

5 m

B. Superintendent Comments

Discuss

Krista

5 m

Woodgrift

XVIII. Closing Items

1:12 PM

	Purpose	Presenter	Time
A. Adjourn Meeting	Vote	Board President	1 m

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.