



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Virtual/Zoom Conferencing

Published on January 6, 2023 at 3:46 PM PST

Date and Time

Thursday January 12, 2023 at 11:30 AM PST

Location

[Join Zoom Meeting](#)

ID: 96959417697

Passcode: 160541

[\(US\) +1 346-248-7799](#)

Passcode: 160541

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. 2023-01-12 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. 2023-01-12 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. January 12, 2023 Regular Meeting of the Board of Directors | Vote | Board President | 2 m |
|---|------|-----------------|-----|

V. Approve Minutes 11:42 AM

- | | | | |
|---|-----------------|-----------------|-----|
| A. December 8, 2022 Regular Meeting of the Board of Directors | Approve Minutes | Board President | 2 m |
|---|-----------------|-----------------|-----|

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. Organizational Structure- Annual Meeting of the Board 11:44 AM

- | | | | |
|---|------|------------------|------|
| A. Approval of the Third Amended Bylaws of Sage Oak Charter Schools | Vote | Krista Woodgrift | 10 m |
|---|------|------------------|------|

It is recommended the Board approve the Third Amended Bylaws of Sage Oak Charter Schools. The amendment incorporates recent changes in law and will replace the Second Amended Bylaws.

Roll Call Vote:

- William Hall

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

B. Approval of Sage Oak Charter Schools Board of Directors Manual	Vote	Krista Woodgrift	5 m
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It is recommended the Board approve Sage Oak Charter Schools Board of Directors Manual. This manual has been created to replace the 9000 Board Policy Series as an internal guide for the Board of Directors.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

C. Election of the Sage Oak Charter Schools Board of Directors	Vote	Board President	10 m
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In accordance with the Third Amended Bylaws of Sage Oak Charter Schools, Article VII, Board Officers, Section 7.02, it is recommended the Board of Directors conduct the election for the following Board officer positions:

The Board will take action to elect the Board President, Vice President, and Board Clerk.

Election:

a. Board President: _____

b. Board Vice President: _____

c. Board Clerk: _____

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

D.			5 m
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Election of the Sage Oak Charter Schools
Corporate Officers

In accordance with the Third Amended Bylaws of Sage Oak Charter Schools, Article VIII, Corporate Officers, Section 8.01(c), Corporate Officers, it is recommended the Board of Directors conduct the election for the following corporate officer position:

a. Secretary: _____

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

VIII. Correspondence/Proposals/Reports

12:14 PM

- | | | |
|---|------------------|------|
| A. School Highlights - Presented by Krista Woodgrift, Superintendent of Schools and CEO | Krista Woodgrift | 5 m |
| B. Multi-Tiered System of Supports (MTSS) Update - Presented by Theresa Tedesco, Assistant Director of Student Services/MTSS | Theresa Tedesco | 10 m |
| C. Student Showcase - Presented by Chelsey Anema, Personalized Learning TK-8 Academy Principal | Chelsey Anema | 5 m |

Student Name: Nicholas Rubio

- | | | |
|--|-------------|------|
| D. Special Education Update - Presented by Kelly Prins, Director of Special Education | Kelly Prins | 10 m |
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IX. Consent

12:44 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.

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|--|--|-----|
| A. Consent- Business Financial/Services | | 1 m |
| 1. Check Register- December 2022 | | |
| 2. Approval of Contract for Legal and Consultant Services with McDougal Boehmer Foley Lyon Mitchell & Erickson | | |
| 3. Approval of Letter of Agreement with Pepper and Olive Interiors | | |

	Purpose	Presenter	Time
B. Consent- Education/Student Services			1 m
1. Ratification of Services with Dr. Robin Morris			
2. Approval of Services with the LaunchPad Therapy for Kids			
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 2023 IRS Mileage Reimbursement Rate			
5. Ratification of UKG, Inc. Service Agreement			
6. Ratification of Loma Linda University Contract			
D. Consent- Policy Development			5 m
1. Approval of Existing Board Policies Revised/Reapproved/Rescinded			

9000 Series: Revised (Policy)

9323-SO Public Participation at Board Meetings

Reapproved:

Conflict of Interest (COI) Code

9000 Series: Rescinded (Absorbed into the Board of Directors Manual)

9000-SO Role of the Board

9005-SO Governance Standards

9010-SO Public Statements

9011-SO Disclosure of Confidential-Privileged Information

9012-SO Board Member Electronic Communications

9200-SO Limits of Board Member Authority

9224-SO Oath or Affirmation

9224E-SO Oath or Affirmation Exhibit

9230-SO Orientation

9240-SO Board Training

9250-SO Remuneration, Reimbursement

9310-SO Board Policies

9322-SO Agenda Meeting Materials

9324-SO Minutes and Recordings

9400-SO Board Self-Evaluation

9000 Series: Rescinded (Currently Exist in the Board Bylaws)

9100-SO Organization

9110-SO Terms of Office

9121-SO President

9122-SO Secretary

9123-SO Clerk

9222-SO Resignation

9223-SO Filling Vacancies

	Purpose	Presenter	Time
9260-SO Legal Protection			
9270-SO Conflict of Interest			
9270E-SO Conflict of Interest Exhibit			
9320-SO Meetings & Notices			
9321-SO Closed Sessions Purposes and Agendas			
9321.1-SO Closed Sessions Actions and Reports			
9323.1-SO Actions by the Board			

E. Consent Items A through D Vote Board President 5 m

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

Susan Houle

Peter Matz

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

X. Business/Financial Services **12:57 PM**

A. Approval of Thrive Strategic Planning Proposal Krista Woodgrift

It is recommended the Board approve the Thrive Strategic Planning Proposal to receive consultative support in the development of a three-year Strategic Plan for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: \$18,000

Sage Oak Charter Schools - Helendale (#1885) \$14,040

Sage Oak Charter Schools - Keppel (#1886) \$1,980

Sage Oak Charter Schools - Warner (#2051) \$1,980

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

Purpose Presenter Time

XI. Education/Student Services **12:57 PM**

- A.** Approval of 2021-22 School Accountability Report Card (SARC) Vote Jamee Block 5 m

It is recommended the Board approve the 2021-22 School Accountability Report Card (SARC) as presented 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 _____

XII. Personnel Services **1:02 PM**

- A.** Approval of Robert Half Management Resources Contract Vote Candice Coffey 5 m

It is recommended the Board approve the contract as presented between Robert Half Management Resources and Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: The fee is 25% of the hired candidate's annual starting salary.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

XIII. Calendar **1:07 PM**

- A.** The next scheduled Regular Board of Directors Meeting, held virtually, will be on February 9, 2023 5 m

XIV. Comments **1:12 PM**

	Purpose	Presenter	Time
A. Board Comments	Discuss		5 m
B. Superintendent Comments	Discuss	Krista Woodgrift	5 m

XV. Closing Items

1:22 PM

A. Adjourn Meeting	Vote	Board President	1 m
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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.