



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Published on May 3, 2024 at 8:01 AM PDT

Date and Time

Thursday May 9, 2024 at 10:15 AM PDT

Location

Sage Oak Charter Schools

1473 Ford Street, Suite #105

Redlands, CA 92373

Regus- Gateway Chula Vista

333 H Street, Suite 5000

Chula Vista, CA 91910

[Join Zoom Meeting](#)

ID: 95710106769

Passcode: 940017

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Passcode: 940017

MISSION STATEMENT

Educating students through a personalized and collaborative learning approach, empowering them to lead purposeful and productive lives.

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			10:15 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			10:17 AM
A. Led by Board President or designee		Board President	1 m
III. Approve/Adopt Agenda			10:18 AM
A. (Action) May 9, 2024 Regular Meeting of the Board of Directors	Vote	Board President	1 m
It is recommended the Board approve the agenda for the May 9, 2024, Regular Meeting of the Board of Directors as presented.			
Roll Call Vote:			

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

IV. Approve Minutes

10:19 AM

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|-----------|---|-----------------|-----------------|-----|
| A. | (Action) March 14, 2024 Regular Meeting of the Board of Directors | Approve Minutes | Board President | 1 m |
|-----------|---|-----------------|-----------------|-----|

It is recommended the Board approve the minutes from the March 14, 2024, Regular Meeting of the Board of Directors as presented.

Roll Call Vote:

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

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|-----------|--|-----------------|-----------------|-----|
| B. | (Action) April 11, 2024 Board of Directors Study Session | Approve Minutes | Board President | 1 m |
|-----------|--|-----------------|-----------------|-----|

It is recommended the Board approve the minutes from the April 11, 2024, Board of Directors Study Session as presented.

Roll Call Vote:

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

V. 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 the section Public Comments/Recognition/Reports.

VI. Adjourn to Closed Session			10:21 AM
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| A. The Board Will Consider and May Act on Any of the Closed Session Matters | 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 _____

VII. Closed Session			10:22 AM
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| A. Closed Session Agenda | | Board President | 30 m |
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1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

(Gov. Code Section 54956.9(d)(2).)(3)

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Gov. Code 54957

- a. Annual Performance Evaluation, Superintendent of Schools/CEO

VIII. Reconvene Regular Meeting			10:52 AM
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| A. Report Out Any Action Taken in Closed Session | | Board President | 1 m |
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IX. 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.

	Purpose	Presenter	Time
X.	Correspondence/Proposals/Reports		10:53 AM
A.	School Highlights - Presented by Krista Woodgrift, Superintendent of Schools and CEO	Krista Woodgrift	12 m
B.	Year in Review, Teacher Highlight, and Student Showcase - Presented by Sage Oak Principals	Erin Bunch	23 m
	Presenters: Erin Bunch, Director of Student Services Lana Beshara, Virtual Learning Academy Principal Chelsey Anema, Personalized Learning Academy Principal Traci King, High School Principal		
XI.	Consent Agenda		11:28 AM
	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 Agenda upon the request of any member of the Board, discussed, and acted upon separately.		
	<i>The items below form our Consent Agenda. The last item in this section is a single vote to approve them en masse.</i>		
A.	Consent - Business/Financial Services		1 m
	<ol style="list-style-type: none"> 1. Check Register - March 2024 2. Check Register - April 2024 3. Ratification of Grammarly Order Form 4. Ratification of Agreement for Niche.com Services 5. Ratification of BoardOnTrack Renewal Membership Agreement 2024-2025 6. Ratification of MHS Lift (Material Handling Supply) Change Order 7. Ratification of Tabor Storage Solutions LLC Proposal 8. Ratification of CloudHesive Mutual Non-Disclosure Agreement 9. Ratification of Intellinetics, Inc. dba YellowFolder Proposals 10. Ratification of 2024-2025 Instructure Service Order Form (Renewal) 11. Ratification of Canva Terms of Use 12. Ratification of AVID Center Quote (Renewal) 13. Ratification of School Pathways Quote Form with Sage Oak Charter School - Keppel 14. Ratification of Enrollsy, Inc. Order Form 		

	Purpose	Presenter	Time
	15. Ratification of e-waste Certificate and Disposed Items List		
B.	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 2024-2025 Certificated Employee Work Year Calendars 5. Approval of 2024-2025 Classified Employee Work Year Calendars		

C.	Approve Consent Agenda	Vote	Board President	1 m
	<i>Items listed under the Consent Agenda are considered routine and will be approved/adopted by a single motion.</i>			

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

XII. Business Financial/Services 11:31 AM

A.	(Action) Approval of Sage Oak Charter Schools Federal Tax Form 990 Return (Draft) and California Tax Form 199 Return (Draft) - Year Ended June 30, 2023, as prepared by CliftonLarsonAllen (CLA).	Vote	Tim O'Brien	2 m
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It is recommended the Board approve the Federal Tax Form 990 Return (draft) and California Tax Form 199 Return (draft)- year ended June 30, 2023, for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051), as prepared by CliftonLarsonAllen (CLA).

Fiscal Impact: N/A

Roll Call Vote:

William Hall

Michael Humphrey

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

- B.** (Action) Approval of 2024-2025 Strategic Plan Department Level Budget Detail Vote Tim O'Brien 2 m

It is recommended the Board approve the 2024-2025 Strategic Plan, Department Level Budget Detail for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact: N/A

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

- C.** (Action) Approval of 2024-2025 Online Purchasing System (OPS) Services Agreement Vote Tim O'Brien 1 m

It is recommended the Board approve the 2024-2025 Online Purchasing System OPS Services Agreement for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact: \$55,771

Sage Oak Charter School (#1885): \$44,618

Sage Oak Charter School - Keppel (#1886): \$6,413

Sage Oak Charter School - South (#2051): \$4,740

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

XIII. Personnel Services

11:36 AM

- A.** (Action) Approval of 2024-2025 Sage Oak Charter Schools Employee Benefits Vote Candice Coffey 5 m

It is recommended the Board approve the carrier and plan changes to the 2024-2025 Employee Benefits for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact: \$3,330,173
 Sage Oak Charter School (#1885): \$2,730,742
 Sage Oak Charter School - Keppel (#1886): \$249,763
 Sage Oak Charter School - South (#2051): \$349,668

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

- B.** (Action) Approval of Declarations of Need (DON) for the 2024-2025 School Year Vote Candice Coffey 2 m

It is recommended the Board approve the Declarations of Need for the 2024-2025 school year, as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact: N/A

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

XIV. Calendar

