



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Published on September 6, 2024 at 2:48 PM PDT

Amended on September 6, 2024 at 2:56 PM PDT

Date and Time

Thursday September 12, 2024 at 9:00 AM PDT

Location

Sage Oak Charter Schools

1473 Ford Street, Suite #105

Redlands, CA 92373

[Join Zoom Meeting](#)

ID: 99067268310

Passcode: 003261

[\(US\) +1 689-278-1000](#)

Passcode: 003261

Teleconference Locations

39251 Camino Las Hoyas, Indio, CA 92203

16222 Quail Rock Road, Ramona, CA 92065

25 Kingston Court E., Coronado CA 92118

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			9:00 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			9:02 AM
A. Led by Board President or designee		Board President	1 m
III. Approve/Adopt Agenda			9:03 AM
A. (Action) Approval of Agenda for September 12, 2024 Regular Meeting of the Board of Directors	Vote	Board President	1 m
It is recommended the Board approve the agenda for the September 12, 2024, Regular Meeting of the Board of Directors as presented for Sage Oak Charter School			

	Purpose	Presenter	Time
(#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).			

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

IV. Approve Minutes

9:04 AM

- | | | | |
|--|-----------------|-----------------|-----|
| A. (Action) Approval of Minutes for August 8, 2024 Board of Directors Study Session | Approve Minutes | Board President | 1 m |
|--|-----------------|-----------------|-----|

It is recommended the Board approve the minutes from the August 8, 2024, Board of Directors Study Session as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

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 section Public Comments/Recognition/Reports.

VI. Adjourn to Closed Session

9:05 AM

- | | | |
|--|-----------------|-----|
| A. The Board Will Consider and May Act on Any of the Closed Session Matters | Board President | 1 m |
|--|-----------------|-----|

Roll Call Vote:

William Hall

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

VII. Closed Session 9:06 AM

A. Closed Session Agenda Board President 15 m

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

(Gov. Code Section 54956.9(d)(1))

a. YL v. The Collaborative Charter Services Organization, et al.

VIII. Reconvene Regular Meeting 9:21 AM

A. Report Out Any Action Taken in Closed Session Board President 1 m

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.

X. Correspondence/Proposals/Reports 9:22 AM

A. Sage Oak Highlights Krista Woodgrift 12 m

Krista Woodgrift, Superintendent/CEO

B. Budget/Fiscal Update Tim O'Brien 4 m

Tim O'Brien, Assistant Superintendent of Business Services

C. 2022-2023 Teacher Assignment Monitoring Candice Coffey 5 m
Outcome

Lisa Thompson, Assistant Superintendent of Operations & Accountability

Candice Coffey, Assistant Superintendent of Human Resources

	Purpose	Presenter	Time
D.	CliftonLarsonAllen LLP (CLA) Governance Entrance Letter	Tim O'Brien	1 m

Tim O'Brien, Assistant Superintendent of Business Services

XI. Consent Agenda

9:44 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 and discussed and acted upon separately.

The items below form our Consent Agenda. The last item in this section is a single vote to approve them en masse.

A. Consent- Business Services

1 m

1. Check Register - June 2024
2. Check Register - July 2024
3. Check Register - August 2024
4. Report of Investment Activity - August 2024
5. Ratification of Instructure Services Order Form #Q-355637
6. Ratification of Intellinetics, Inc. dba YellowFolder Proposal for Data Migration #2021435
7. Ratification of R C Steward Corp Proposal
8. Ratification of Document Tracking Services, LLC (DTS) Licensing Agreement
9. Ratification of OC Audio Visual Solutions Invoice
10. Ratification of CloudHesive Independent Consulting Agreement
11. Ratification of Encore Quote #2646-1821
12. Ratification of Tabor Storage Solutions, LLC Proposal
13. Ratification of 2024-2025 Hatch & Cesario Legal Services Agreement (Renewal)
14. Ratification of Google Workspace for Education Student Enrollment Verification Letter (Renewal)
15. Ratification of JW Marriott Addendum
16. Ratification of Goldy S. Lewis Community Center Permit #R21749
17. Ratification of Hapara Quote (Renewal)
18. Ratification of Courtyard by Marriott Letter of Agreement
19. Ratification of Mobile Beacon Agreement
20. Ratification of Centerpoint Church Facility Use Request and Agreement Form
21. Ratification of UPS Carrier Agreement
22. Ratification of FedEx Transportation Services Agreement

	Purpose	Presenter	Time
	23. Ratification of ClickUp Order Form		
	24. Ratification of U-Haul Corporate Account Agreement and Terms and Conditions		
	25. Ratification of Sage Intacct, Inc. Agreement		
	26. Ratification of Evolve Media Statement of Work		
	27. Ratification of Skill Struck Chat for Schools Quote		
	28. Ratification of School Services of California, Inc. Agreement (Renewal)		
	29. Ratification of Pepper & Olive Letter of Agreement		
	30. Ratification of Ponte Estate Event Contract		
	31. Ratification of Ponte Estate Group Booking Agreement		
B.	Consent - Education Services		1 m
	1. Ratification of 2024-2025 Nonpublic, Nonsectarian School/Agency Services, Master Contract and Individual Service Agreement		
	2. Ratification of 2024-2025 Special Education Contracted Vendors List		
	3. Ratification of StrongMind, Inc. Services Agreement		
	4. Ratification of BrightThinker Order Form #SQ-0490 (Renewal)		
	5. Ratification of BrightThinker Order Form #SQ-0671		
	6. Ratification of Time4Learning Purchase Order Agreement 2024		
	7. Ratification of TPR Education, LLC dba The Princeton Review Statement of Work		
	8. Ratification of ABCYa.com Order Form		
	9. Ratification of NWEA (Northwestern Evaluation Association) Sales Order		
	10. Approval of Sacramento One-Day Field Trip for 2024-2025 School Year, Grades 8-12		
	11. Approval of Chicago Overnight Field Trip for 2024-2025 School Year, Grades 9-12		
C.	Consent- Human Resources		1 m
	1. Approval of Certificated Personnel Report		
	2. Approval of Classified Personnel Report		
	3. Approval of Job Descriptions		
	4. Ratification of Looking Glass Media Agreement		
	5. Ratification of Los Angeles County Office of Education Contract (Renewal)		
	6. Ratification of Spark Hire Order Form		
D.	Consent - Policy Development		5 m
	1. Approval of Changes to Existing Board Policies Revised/Reviewed/Rescinded		

	Purpose	Presenter	Time
5000 Series- Student Services: Revised			
5065-SO Enrollment Policy			
E.	(Action) Approve Consent Agenda	Vote	Board President
			1 m

Items listed under the Consent Agenda 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 _____

XII. Board Governance

9:53 AM

A.	(Action) Approval of Annual Board Self-Evaluation	Vote	Krista Woodgrift	1 m
-----------	---	------	------------------	-----

It is recommended the Board approve the Annual Board Self-Evaluation as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

B.	(Action) Approval of 2024-2027 Sage Oak Charter Schools Strategic Plan		Krista Woodgrift	1 m
-----------	--	--	------------------	-----

It is recommended the Board approve the 2024-2027 Sage Oak Charter Schools Strategic Plan as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Roll Call Vote:

William Hall

Michael Humphrey

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

XIII. Business Services

9:55 AM

- | | | | | |
|-----------|--|------|-------------|-----|
| A. | (Action) Approval of Sage Oak Charter Schools Unaudited Actuals Financial Report 2023-2024 | Vote | Tim O'Brien | 6 m |
|-----------|--|------|-------------|-----|

It is recommended the Board approve the Unaudited Actuals Financial Report dated July 1, 2023, to June 30, 2024, as presented, for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Roll Call Vote:

William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Peter Matz

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

- | | | | | |
|-----------|--|------|-------------|-----|
| B. | (Action) Approval of 2024–2025 Consolidated Application and Reporting System (CARS) Spring Release | Vote | Tim O'Brien | 1 m |
|-----------|--|------|-------------|-----|

It is recommended the Board approve the 2024–2025 Consolidated Application and Reporting System (CARS) Spring Release as presented for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Roll Call Vote:

William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Peter Matz

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

XIV. Calendar

Purpose

Presenter

Time

The next scheduled meeting will be a Regular Board of Directors meeting held on October 8, 2024.

XV. Comments

10:02 AM

A. Board Comments

3 m

B. Superintendent Comments

3 m

XVI. Closing Items

10:08 AM

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.