



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Published on June 6, 2025 at 1:36 PM PDT

Amended on June 11, 2025 at 3:26 PM PDT

Date and Time

Thursday June 12, 2025 at 9:00 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](#)

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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 June 12, 2025 Regular Meeting of the Board of Directors	Vote	Board President	1 m
It is recommended the Board approve the agenda for the June 12, 2025, Regular Meeting of the Board of Directors as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).			

	Purpose	Presenter	Time
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 May 8, 2025
Regular Meeting of the Board of Directors | Approve
Minutes | Board President | 1 m |
|----|---|--------------------|-----------------|-----|

It is recommended the Board approve the minutes from the May 8, 2025, Regular Meeting of the Board of Directors, 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 the section Public Comments/Recognition/Reports.

VI. Adjourn to Closed Session 9:05 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 |
|----|---|------|-----------------|-----|

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			10 m
1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Gov. Code Section 54956.9(d)(2).) <i>CDE No. S-0902-24/25</i>			
2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Gov. Code Section 54956.9(d)(2)) <i>[One matter]</i>			
3. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Gov. Code Section 54956.9(d)(1).) <i>OAH Case No. 2025040083</i>			
VIII. Reconvene Regular Meeting			9:16 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			9:17 AM
A. 2024-2025 School Year in Review		Krista Woodgrift	8 m
B. Sage Oak Charter Schools Leadership Honorees		Krista Woodgrift	5 m
Brenda Ramirez, ASB & Student Success Support			

	Purpose	Presenter	Time
	Candice Coffey, Assistant Superintendent of Human Resources		
C.	CliftonLarsonAllen LLP (CLA) Governance Entrance Letter	Tim O'Brien	1 m

XI. Consent Agenda

9:31 AM

Items listed under the Consent Agenda 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.

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 - May 2025
2. Report of Investment Activity - April 2025
3. Ratification of Victorville Chevrolet Cadillac Sale Contracts
4. Ratification of School Pathways Quote Form with Sage Oak Charter Schools (Renewal)
5. Ratification of School Pathways Quote Form, SOW #19581
6. Ratification of School Pathways Quote Form, SOW #20274
7. Ratification of Total Technology Quote No. D22238
8. Ratification of City of Redlands Park Reservation QPR-2364
9. Ratification of Tech & Mortar, LLC Statement of Work (Renewal)
10. Ratification of Hyatt Place Riverside/Downtown Group Sales Agreement
11. Ratification of School Services of California, Inc. Contract (Renewal)
12. Ratification of KnowBe4 Quote #Q-1281734 (Renewal)
13. Ratification of Pepper & Olive Letter of Agreement
14. Ratification of BEC Industrial Estimate #SAGEOA-050925
15. Ratification of Fullerton Parks & Recreation Permit #16377
16. Ratification of Opichi LLC Agreement
17. Ratification of Newfront Property & Casualty Insurance Policy Renewals
18. Ratification of Tech to School Buyback Quote
19. Ratification of Courtyard by Marriott Event Sales Agreement
20. Ratification of Raymond Intralogistics Solutions West Proposal

B. Consent - Education Services 1 m

	Purpose	Presenter	Time
	<ol style="list-style-type: none"> 1. Approval of Sage Oak Charter Schools Parent and Student Handbook 2. Approval of 2025-2026 Sage Oak Charter Schools Title 1 School-Parent/Guardian Compact 3. Approval of 2025-2026 Sacramento One-Day Field Trip, Grades 8-12 4. Approval of 2025-2026 Boston/Philadelphia Overnight Field Trip, Grades 9-12 5. Ratification of Instructure, Inc. Order Form, Canvas (Renewal) 6. Ratification of Instructure, Inc. Order Form, Mastery Connect (Renewal) 7. Ratification of Renaissance Learning, Inc., Quotes #Q-187725 & #Q-197048 (Renewal) 		
C.	Consent - Human Resources		1 m
	<ol style="list-style-type: none"> 1. Approval of Certificated Personnel Report 2. Approval of Classified Personnel Report 3. Approval of Job Descriptions 4. Approval of 2025-2026 Sage Oak Charter Schools Employee Handbook Revisions 5. Approval of Sage Oak Charter Schools Comprehensive School Safety Plan (CSSP) Revisions 6. Approval of 2025-2026 11-Month Certificated Employee Work Year Calendars 		
D.	Consent - Policy Development		1 m
	<ol style="list-style-type: none"> 1. Approval of Changes to Existing Board Policies Revised/Reviewed/Rescinded 		
	1000 Series- Community Relations		
	1020-SO Field Trip Policy		
	1025-SO Uniform Complaint Policy		
	1035-SO Access to Public Records Policy		
	3000 Series- Business/Non-Instructional		
	3010-SO Fiscal Control Policy and Procedures		
	3015-SO Investment Policy		
	3150-SO Authorization to Hire Policy (<i>Rescinded</i>)		
	5000 Series- Student Services		
	5065-SO Enrollment Policy		
	5090-SO Harassment, Intimidation, Discrimination, and Bullying Policy		
	5120-SO Transitional Kindergarten/Kindergarten Enrollment Policy (<i>Rescinded</i>)		

	Purpose	Presenter	Time
6000 Series- Instruction			
6005-SO Parent and Family Engagement Policy			
6010-SO Independent Study Policy			
6015-SO Comprehensive Sexual Health Education Policy			
6025-SO Section 504 Policy			
6030-SO Education for Foster and Mobile Youth Policy			
6035-SO Mathematics Placement Policy			
6040-SO Assessment Policy			
6075-SO Special Education Certificate of Completion			
6095-SO Repeated Courses Policy			
6115-SO Attendance, Support, and Involuntary Disenrollment Policy			
6120-SO Meeting Policy			
6125-SO Report Card Policy			
6150-SO Intervention Policy			
E.	(Action) Approval of 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.

It is recommended the Board approve the Consent Agenda 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 _____

XII. Business Services

9:36 AM

A.	(Action) Approval of Proposition 28 Arts and Music in Schools Funding, 2024-2025 Annual Reports for Sage Oak Charter Schools	Vote	Tim O'Brien	1 m
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It is recommended the Board approve the Proposition 28 Arts and Music in Schools Funding, 2024-2025 Annual Reports as presented for Sage Oak Charter School

	Purpose	Presenter	Time
	(#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#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.	(Action) Approval of Expenditure Plan for the Arts, Music, & Instructional Materials Block Grant (AMIM)	Vote Tim O'Brien	2 m
	It is recommended the Board approve the expenditure plan for the Arts, Music, & Instructional Materials Block Grant (AMIM) as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).		
	Fiscal Impact: \$2,429,837		
	Sage Oak Charter School (#1885) \$1,985,531		
	Sage Oak Charter School - Keppel (#1886) \$181,510		
	Sage Oak Charter School - South (#2051) \$262,796		
	Roll Call Vote: William Hall Michael Humphrey Steve Fraire Susan Houle Peter Matz Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____		
C.	(Action) Approval of Sage Intacct Multi-Year Proposal (Renewal)	Vote Tim O'Brien	1 m
	It is recommended the Board approve the proposal for the Sage Intacct Financial Management 3-year subscription renewal for the term 7/1/25-6/30/28, as presented		

	Purpose	Presenter	Time
	for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).		
	Fiscal Impact: \$67,150 Sage Oak Charter School (#1885) \$53,223 Sage Oak Charter School - Keppel (#1886) \$6,003 Sage Oak Charter School - South (#2051) \$7,924		
	Roll Call Vote: William Hall Michael Humphrey Steve Fraire Susan Houle Peter Matz Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____		
D.	(Action) Approval of 2025–2026 Consolidated Application and Reporting System (CARS)	Vote Tim O'Brien	1 m
	It is recommended the Board approve the 2025-2026 data collections for submission to the Consolidated Application and Reporting System (CARS) 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 _____		
E.	(Action) Approval of Settlement Agreement (Lares v. The Collaborative Charter Services Organization, et al.)	Vote Krista Woodgrift	1 m
	It is recommended the Board approve the settlement agreement (Lares v. The Collaborative Charter Services Organization, et al.) for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).		

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

XIII. Human Resources

9:42 AM

- | | | | | |
|-----------|--|------|----------------|-----|
| A. | (Action) Approval of 2025-2026 Certificated Educator Salary Schedule Revisions | Vote | Candice Coffey | 1 m |
|-----------|--|------|----------------|-----|

It is recommended the Board approve the revisions to the 2025–2026 Certificated Educator Salary Schedule, expanding eligibility for the advanced degree stipend 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 _____

XIV. Operations and Accountability

9:43 AM

- | | | | | |
|-----------|---|------|---------------|-----|
| A. | (Action) Approval of 2025-2026 Sage Oak Charter Schools English Learner (EL) Master Plan, Presented by Lorinda Loughlin, Assessment Coordinator | Vote | Lisa Thompson | 5 m |
|-----------|---|------|---------------|-----|

It is recommended the Board approve the 2025-2026 English Learner (EL) Master 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
Steve Fraire

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

XV. Policy Development

9:48 AM

- | | | | | |
|-----------|---|------|-------------|-----|
| A. | (Action) Approval of New 3155-SO Scholarship Program Policy | Vote | Tim O'Brien | 4 m |
|-----------|---|------|-------------|-----|

It is recommended the Board approve the 3155-SO Scholarship Program Policy 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 _____

XVI. Public Hearing

9:52 AM

- | | | | | |
|-----------|--|---------|---------------|------|
| A. | (Hearing) 2025-2026 Local Control and Accountability Plans (LCAP) and Local Performance Indicator Self-Reflection Reports, Presented by Jodi Cope, Director of Operations & Accountability | Discuss | Lisa Thompson | 12 m |
|-----------|--|---------|---------------|------|

Education Code Section 47606.5 states that the Governing Board of a charter school shall hold a public hearing as part of the process to adopt the 2025-2026 Local Control and Accountability Plans (LCAP) for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051). The 2025-2026 LCAPs and Local Performance Indicator Self-Reflection reports for the California School Dashboard will be presented during the hearing.

1. 2025-2026 LCAP Plan Summary - Sage Oak Charter School (#1885)
2. 2025-2026 LCAP Plan Summary - Sage Oak Charter School - Keppel (#1886)
3. 2025-2026 LCAP Plan Summary - Sage Oak Charter School - South (#2051)

Hearing Open: _____

	Purpose	Presenter	Time
Hearing Closed: _____			
<p><i>The proposed 2025-2026 Local Control Accountability Plans (LCAP) for Sage Oak Charter Schools are available for review on the Sage Oak Charter Schools website. The 2025-2026 Local Control Accountability Plans (LCAP) vote for adoption will occur at the Regular Board of Directors Meeting on June 18, 2025.</i></p>			
B.	(Hearing) 2025-2026 Proposed July Budget - Sage Oak Charter Schools	Discuss Tim O'Brien	12 m
<p>It is recommended the Governing Board of a charter school hold a public hearing as part of the process to adopt the 2025-2026 Proposed July Budget for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).</p>			
<ol style="list-style-type: none"> 1. 2025-2026 Proposed July Budget - Sage Oak Charter Schools 2. Education Protection Account (EPA) - Sage Oak Charter School (#1885) 3. Education Protection Account (EPA) - Sage Oak Charter School - Keppel (#1886) 4. Education Protection Account (EPA) - Sage Oak Charter School - South (#2051) 			
Hearing Open: _____			
Hearing Closed: _____			
<p><i>The 2025-2026 Proposed July Budget is available for review on the Sage Oak Charter Schools website. The 2025-2026 Proposed July Budget vote for adoption will occur at the Regular Board of Directors meeting on June 18, 2025.</i></p>			
XVII. Calendar			
<p>The next scheduled meeting will be a Regular Board of Directors Meeting held on June 18, 2025.</p>			
XVIII. Comments			10:16 AM
A.	Board Comments		3 m
B.	Superintendent Comments		4 m

Purpose	Presenter	Time
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XIX. Closing Items

10:23 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.