



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Published on September 5, 2025 at 3:54 PM PDT

Date and Time

Thursday September 11, 2025 at 10:45 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: 98682704127

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Passcode: 517495

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			10:45 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			10:47 AM
A. Led by Board President or designee		Board President	1 m
III. Approve Agenda			10:48 AM
A. (Action) Approval of September 11, 2025 Regular Meeting of the Board of Directors	Vote	Board President	1 m
It is recommended the Board approve the agenda for the September 11, 2025, 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

10:49 AM

- | | | | | |
|----|---|-----------------|-----------------|-----|
| A. | (Action) Approval of Minutes for August 14, 2025 Board of Directors Study Session | Approve Minutes | Board President | 1 m |
|----|---|-----------------|-----------------|-----|

It is recommended the Board approve the minutes from the August 14, 2025, 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

10:50 AM

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

Roll Call Vote:

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

VII. Closed Session 10:51 AM

- | | | | |
|-----------|-----------------------|-----------------|------|
| A. | Closed Session Agenda | Board President | 10 m |
|-----------|-----------------------|-----------------|------|

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

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

OAH Case No. 2025040083; OAH Case No. 2025070006

VIII. Reconvene Regular Meeting 11:01 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 11:02 AM

- | | | | |
|-----------|---------------------|------------------|------|
| A. | Sage Oak Highlights | Krista Woodgrift | 10 m |
|-----------|---------------------|------------------|------|

XI. Consent Agenda 11:12 AM

Items listed under Consent are considered routine and will be approved 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 2025
2. Check Register - July 2025
3. Check Register - August 2025
4. Report of Investment Activity - May 2025
5. Report of Investment Activity - June 2025
6. Report of Investment Activity - July 2025
7. Ratification of City of Rancho Cucamonga R. C. Sports Center Permit #R23544
8. Ratification of Red Herring Agreement with San Diego County Superintendent of Schools (Renewal)
9. Ratification of Tabor Storage Solutions LLC Proposal
10. Ratification of Splashtop Quote (Renewal)
11. Ratification of Riverside Convention Center Contract (March Summit)
12. Ratification of Riverside Convention Center Contract (Leadership Team Meeting)
13. Ratification of Riverside Convention Center Contract Addendum
14. Ratification of Online Purchasing System Services Agreement (Renewal)
15. Ratification of Fleming Research International, LLC Agreement Addendum
16. Ratification of Wyebot, Inc. Quote (Renewal)
17. Ratification of JAMF Software, LLC Quote #Q-549637 (Renewal)
18. Ratification of JAMF Software, LLC Quote# Q-632273 (Renewal)
19. Ratification of Alarmco Security Systems, Inc. Quote #Q001351
20. Ratification of Chaffey College, Chino Community Center, Facility Rental Contract
21. Ratification of Fairfield Inn & Suites Riverside Corona/Norco Event Space Rental Agreement
22. Ratification of Cordance Operations, LLC, Hapara Quote (Renewal)
23. Ratification of Zoom Communications, Inc. Order Form (Renewal)
24. Ratification of Cvent, Inc. Quote #1921075
25. Ratification of the Certified Request for Funding for the Mandate Block Grant (MBG) 2025-26
26. Ratification of Mobile Beacon Agreement (Renewal)
27. Ratification of FedEx Transportation Services Agreement (Renewal)
28. Ratification of City of Redlands Park Reservation Request
29. Ratification of Los Alamos Sports Park - City of Murrieta, Park Reservation Request
30. Ratification of Red Hill Park - City of Rancho Cucamonga, Park Reservation Request

	Purpose	Presenter	Time
31.	Ratification of City of Victorville Park Reservation Request		
32.	Ratification of Rancho Simi Recreation and Park District Facility Use Permit #35593		
33.	Ratification of Rancho Simi Recreation and Park District Facility Use Permit #35612		
34.	Ratification of Rancho Simi Recreation and Park District Facility Use Permit #35846		
35.	Ratification of Central Park Facility Rental Request (Teacher PLCs)		
36.	Ratification of Central Park Facility Rental Request (Living History Social)		
37.	Ratification of Central Park Facility Rental Request (PLA Promotion Ceremony)		
38.	Ratification of Central Park Facility Rental Request (VLA Promotion Ceremony)		
39.	Ratification of Murrieta Youth Center Facility Reservation Form		
40.	Ratification of CliftonLarsonAllen LLP Statement of Work		
41.	Ratification of Fullerton Parks & Recreation Permit #18261		
42.	Ratification of Long Beach Application for Facility Use Permit		
43.	Ratification of City of Ontario Field/Gym & Picnic Shelter Rental Application		
44.	Ratification of Peek-A-Booth Agreement		
45.	Ratification of Higginson Architects, Inc. Proposal		
46.	Ratification of Hesperia Recreation and Park District Facility Rental Application (Living History Social)		
47.	Ratification of Hesperia Recreation and Park District Facility Rental Application (End-of-Year Social/Promotion)		
48.	Ratification of City of Yucaipa Community Services Permit #R7653		
49.	Ratification of City of Yucaipa Community Services Permit #R7654		
50.	Ratification of City of Yucaipa Community Services Permit #R7655 (End-of-Year Social/Promotion)		
51.	Ratification of Fullerton Free Church Facilities Use Agreement (Living History Social)		
52.	Ratification of Fullerton Free Church Facilities Use Agreement (Career Fair)		
53.	Ratification of Fullerton Free Church Facilities Use Agreement (End-of-Year Social/Promotion)		
54.	Ratification of City of Riverside Facility Reservation Application (Living History Social)		
55.	Ratification of City of Riverside Facility Reservation Application (End-of-Year Social/Promotion)		

B. Consent - Education Services

1 m

1. Ratification of 2025-2026 Nonpublic, Nonsectarian School/Agency Services, Master Contract and Individual Service Agreement
2. Ratification of 2025-2026 Special Education Contracted Vendors List

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> 3. Ratification of Bright Thinker Order Form #SQ-1436 (Renewal) 4. Ratification of Bright Thinker Order Form #SQ-1444 (Renewal) 5. Ratification of Goalbook Contract 6. Ratification of StrongMind, Inc. Services Agreement (Renewal) 7. Ratification of Medieval Times Group EDU Booking Invoice 8. Ratification of Time4Learning Purchase Order Agreement (Renewal) 9. Ratification of Baldy View Regional Occupational Program Memorandum of Understanding (MOU) 10. Ratification of TPR Education, LLC d/b/a The Princeton Review- Tutor.com Master Services Agreement (Renewal) 11. Ratification of TPR Education, LLC d/b/a The Princeton Review- Tutor.com Service Order #193304 (Renewal) 12. Ratification of TPR Education, LLC d/b/a The Princeton Review- Tutor.com Service Order #198698 (Renewal) 13. Ratification of Bookshare Organizational Agreement 14. Ratification of College and Career Access Pathways Partnership Agreement 		
C.	Consent - Human Resources		1 m
	<ul style="list-style-type: none"> 1. Approval of Certificated Personnel Report 2. Approval of Classified Personnel Report 3. Approval of Job Descriptions 4. Ratification of Los Angeles County Office of Education Amendment 		
D.	Consent - Operations & Accountability		1 m
	<ul style="list-style-type: none"> 1. Ratification of ScubaCat Educational Data, LLC Contract 2. Ratification of Document Tracking Services Licensing Agreement (Renewal) 		
E.	Consent - Policy Development		1 m
	<ul style="list-style-type: none"> 1. Approval of Changes to Existing Board Policies Revised/Reviewed/Rescinded <p>3000 Series- Business/Non-Instructional</p> <p>3120-SO Name and Logo Use Policy</p>		
F.	(Action) Approval of Consent Agenda	Vote Board President	1 m
	<p>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).</p>		

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

XII. Board Governance

11:18 AM

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

It is recommended the Board approve the Annual Board of Directors Self-Evaluation for the 2024-25 school year 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 Sage Oak Charter Schools Strategic Plan 2025-26 | | Krista Woodgrift | 1 m |
|-----------|--|--|------------------|-----|

It is recommended the Board approve the Sage Oak Charter Schools Strategic Plan for the 2025-26 school year, 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

	Purpose	Presenter	Time
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			

XIII. Business Services

11:20 AM

- | | | | |
|---|------|-------------|-----|
| A. (Action) Approval of Sage Oak Charter Schools Unaudited Actuals Financial Report 2024-25, Presented by Habib Tahmas, Senior Director of Fiscal Services | Vote | Tim O'Brien | 8 m |
|---|------|-------------|-----|

It is recommended the Board approve the Unaudited Actuals Financial Report dated July 1, 2024, to June 30, 2025, 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 T-Mobile Project 10Million Agreement | Vote | Tim O'Brien | 1 m |
|---|------|-------------|-----|

It is recommended the Board approve the T-Mobile Project 10Million agreement, from August 15, 2025, to August 14, 2027, as presented, for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact: \$21,600
 Sage Oak Charter School (#1885) \$16,982
 Sage Oak Charter School - Keppel (#1886) \$1,987
 Sage Oak Charter School - South (#2051) \$2,631

Roll Call Vote:
 William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Peter Matz

	Purpose	Presenter	Time
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent ____			
C. (Action) Approval of Fiscal Update of Additional Enrollment and Expenditures	Vote	Tim O'Brien	5 m

It is recommended the Board approve the Fiscal Update of additional enrollment and expenditures as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact (Net Revenue for Fiscal Update): \$937,789

Sage Oak Charter School (#1885) \$737,290

Sage Oak Charter School - Keppel (#1886) \$86,276

Sage Oak Charter School - South (#2051) \$114,223

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

D. (Action) Approval of Agreement for Special Services with Atkinson, Andelson, Loya, Ruud & Romo, a Professional Law Corporation	Vote	Krista Woodgrift	5 m
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It is recommended the Board approve the Agreement for Special Services with Atkinson, Andelson, Loya, Ruud & Romo, a Professional Law Corporation, 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. Education Services

11:39 AM

	Purpose	Presenter	Time
A. (Action) Approval of San Joaquin County Office of Education License Agreement Extension	Vote	Erin Bunch	1 m

It is recommended the Board approve the San Joaquin County Office of Education license agreement extension to continue using the BeyondSST program for an additional three years, through June 30, 2028, as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact: \$15,780

Sage Oak Charter School (#1885) \$12,406

Sage Oak Charter School - Keppel (#1886) \$1,922

Sage Oak Charter School - South (#2051) \$1,452

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

XV. Oral Presentations

11:40 AM

A. AI Update	Brad Bookser	5 m
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XVI. Calendar

The next scheduled meeting will be a Regular Board of Directors meeting held on October 9, 2025.

XVII. Comments

11:45 AM

A. Board Comments	3 m
B. Superintendent Comments	3 m

XVIII. Closing Items

11:51 AM

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