



## Sage Oak Charter Schools

### Regular Meeting of the Board of Directors

Published on January 2, 2026 at 1:37 PM PST

Amended on January 5, 2026 at 10:52 AM PST

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#### Date and Time

Thursday January 8, 2026 at 11:00 AM PST

#### 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

#### [Link to Join Zoom Meeting](#)

ID: 95782556143

Passcode: 709915

#### [Dial In: \(US\) +1 564-217-2000](#)

Passcode: 709915

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#### **MISSION STATEMENT**

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

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**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

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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.

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**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>11:00 AM</b>
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			
<b>II. Pledge of Allegiance</b>			<b>11:02 AM</b>
A. Led by Board President or designee		Board President	1 m
<b>III. Approve Agenda</b>			<b>11:03 AM</b>
A. (Action) Approval of Agenda for January 8, 2026	Vote	Board President	1 m
Regular Meeting of the Board of Directors			
It is recommended the Board approve the agenda for the January 8, 2026, Regular Meeting of the Board of Directors as presented for Sage Oak Charter School (#1885),			

Purpose	Presenter	Time
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

11:04 AM

A. (Action) Approval of Minutes for December 15, 2025 Regular Meeting of the Board of Directors      Approve      Board President      Minutes      1 m

It is recommended the Board approve the minutes from the December 15, 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

11:05 AM

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

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

**VII. Closed Session** 11:06 AM

A. Closed Session Agenda	Board President	20 m
<b>1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION</b>		
(Gov. Code Section 54956.9(d)(1)) OAH Case No. 2025100661		
<b>2. CONFERENCE WITH LABOR NEGOTIATORS</b>		
(Gov. Code section 54957.6)		
Agency Representative: Atkinson, Andelson, Loya, Ruud & Romo		
Board President William Hall		
Unrepresented employee: Superintendent		

**VIII. Reconvene Regular Meeting** 11:26 AM

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.

**X. Correspondence/Proposals/Reports** 11:27 AM

A. Sage Oak Highlights	Krista Woodgrift	12 m
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		Purpose	Presenter	Time
<b>B.</b>	Student Achievement Presentation: CAASPP, iReady, Teacher Assignment & Monitoring Outcomes, and the California Dashboard  Poppy Perfect, Assistant Director of Accountability		Lisa Thompson	12 m
<b>C.</b>	Special Education Update  Danielle Ruiz, Assistant Director of Special Education		Kelly Prins	11 m
<b>D.</b>	Student Highlight  Chelsey Anema, Personalized Learning Academy Director/Principal Student: Jackson Scamehorn, 6th Grade Teacher: Melissa Keshk		Erin Bunch	9 m

**XI. Consent Agenda** 12:11 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 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.***

<b>A.</b>	Consent - Business Services	1 m
	<ol style="list-style-type: none"> <li>1. Check Register - December 2025</li> <li>2. Report of Investment Activity - November 2025</li> <li>3. Ratification of 2025 1099 Information Returns Services Agreement</li> <li>4. Ratification of BEC Industrial Estimate</li> <li>5. Ratification of Mobile Beacon Terms &amp; Conditions</li> <li>6. Ratification of Tabor Storage Solutions LLC Proposal #101668-R8.1</li> </ol>	
<b>B.</b>	Consent - Education Services	1 m
	<ol style="list-style-type: none"> <li>1. Ratification of Emerson Royce Group, College and Career Readiness Partnership Agreement</li> <li>2. Ratification of California State University, San Bernardino Recreation &amp; Wellness Agreement</li> <li>3. Ratification of TPR Education, LLC d/b/a The Princeton Review Service Order (Tutor.com)</li> </ol>	

	Purpose	Presenter	Time			
	4. Ratification of Instructure, Inc. Data Processing Agreement 5. Ratification of Disney Imagination Campus at Disneyland Resort Participation Agreement 6. Ratification of Mobile Ed Productions, Inc. Contracted Services Agreement 7. Ratification of Riverside Convention Center Contract Addendum 8. Ratification of Rancho Simi Recreation and Park District Facility Use Permit					
<b>C. Consent - Human Resources</b>			1 m			
	1. Approval of Certificated Personnel Report 2. Approval of Classified Personnel Report 3. Approval of Job Descriptions 4. Ratification of Education Leadership Services Letter of Agreement 5. Approval of 2026 IRS Mileage Reimbursement Rate					
<b>D. (Action) Approval of Consent Agenda</b>	Vote	Board President	1 m			
	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 _____						

<b>XII. Education Services</b>		12:15 PM
<b>A. (Action) Approval of 2026-27 Pali Institute Outdoor Science Camp Overnight Field Trip Request &amp; Site Reservation Agreement</b>	Vote	Erin Bunch
	It is recommended the Board approve the 2026-27 Pali Institute outdoor science camp overnight field trip request for students in grades 4 through 12, and the site reservation agreement as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051)	
		2 m

	Purpose	Presenter	Time
<b>Fiscal Impact: \$51,620</b>			
Sage Oak Charter School (#1885)	\$40,584		
Sage Oak Charter School - Keppel (#1886)	\$4,749		
Sage Oak Charter School - South (#2051)	\$6,287		

Roll Call Vote:

William Hall  
 Michael Humphrey  
 Steve Fraire  
 Susan Houle  
 Peter Matz

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

### XIII. Operations & Accountability

12:17 PM

A. (Action) Approval of 2024-25 School Accountability Report Cards (SARC), Presented by Poppy Perfect, Assistant Director of Accountability	Vote	Lisa Thompson	3 m
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It is recommended the Board approve the 2024-25 School Accountability Report Cards (SARC) 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. Policy Development

12:20 PM

A. (Action) Approval of New 1015-SO Social Media Policy	Vote	Lisa Thompson	2 m
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It is recommended the Board approve the new 1015-SO Social Media Policy as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

	Purpose	Presenter	Time
<b>Roll Call Vote:</b>			
William Hall			
Michael Humphrey			
Steve Fraire			
Susan Houle			
Peter Matz			
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			
<b>B. (Action) Approval of New 5005-SO Referral Protocols for Addressing Pupil Behavioral Health Concerns Policy</b>	Vote	Lisa Thompson	2 m
It is recommended the Board approve the new 5005-SO Referral Protocols for Addressing Pupil Behavioral Health Concerns Policy as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).			
<b>Roll Call Vote:</b>			
William Hall			
Michael Humphrey			
Steve Fraire			
Susan Houle			
Peter Matz			
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			

## XV. Human Resources

12:24 PM

<b>A. (Action) Approval of Superintendent of Schools/CEO Employment Agreement and Salary Schedule</b>	Vote	Tamar Kataroyan	5 m
It is recommended the Board approve the Superintendent of Schools/CEO Employment Agreement, effective December 1, 2025, through June 30, 2028, and salary schedule as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).			

### **Fiscal Impact: \$294,091**

Sage Oak Charter School (#1885)	\$231,214
Sage Oak Charter School - Keppel (#1886)	\$27,056
Sage Oak Charter School - South (#2051)	\$35,821

Purpose	Presenter	Time
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Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

## XVI. Organizational Structure - Annual Meeting of the Board

12:29 PM

A. (Action) Election of the Sage Oak Charter Schools Board President	Vote	Board President	1 m
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In accordance with the Third Amended Bylaws of Sage Oak Charter Schools, *Article VII, Section 7.02, Election of Board Officers*, it is recommended the Board of Directors conduct the election for the following Board officer position:

Board President: \_\_\_\_\_

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

B. (Action) Election of the Sage Oak Charter Schools Board Vice President	Vote	Board President	1 m
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In accordance with the Third Amended Bylaws of Sage Oak Charter Schools, *Article VII, Section 7.02, Election of Board Officers*, it is recommended the Board of Directors conduct the election for the following Board officer position:

Board Vice President: \_\_\_\_\_

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

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

<b>C.</b> (Action) Election of the Sage Oak Charter Schools Board Clerk	Vote	Board President	1 m
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In accordance with the Third Amended Bylaws of Sage Oak Charter Schools, *Article VII, Section 7.02, Election of Board Officers*, it is recommended the Board of Directors conduct the election for the following Board officer position:

Board Clerk: \_\_\_\_\_

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

## XVII. Calendar

The next scheduled meeting will be a Regular Board of Directors Meeting held on February 12, 2026.

## XVIII. Comments

12:32 PM

<b>A.</b> Board Comments	3 m
<b>B.</b> Superintendent Comments	2 m

## XIX. Closing Items

12:37 PM

<b>A.</b> 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 \_\_\_\_\_

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**FOR MORE INFORMATION**

For more information concerning this agenda, contact  
Sage Oak Charter Schools.