



## Sage Oak Charter Schools

### Regular Meeting of the Board of Directors

Published on February 6, 2026 at 1:24 PM PST

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#### Date and Time

Thursday February 12, 2026 at 11:30 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: 93057825960  
Passcode: 072718

#### [Dial In: \(US\) +1 301-715-8592](#)

Passcode: 072718

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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**

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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>11:30 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>11:32 AM</b>
A. Led by Board President or designee		Board President	1 m
<b>III. Approve Agenda</b>			<b>11:33 AM</b>
A. (Action) Approval of Agenda for February 12, 2026 Regular Meeting of the Board of Directors	Vote	Board President	1 m
It is recommended the Board approve the agenda for the February 12, 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

11:34 AM

A. (Action) Approval of Minutes for January 8, 2026      Approve      Board President      1 m  
Regular Meeting of the Board of Directors      Minutes

It is recommended the Board approve the minutes from the January 8, 2026, 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 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
<b>VI.</b>	<b>Correspondence/Proposals/Reports</b>			<b>11:35 AM</b>
A.	Sage Oak Highlights		Krista Woodgrift	12 m
B.	MTSS Update		Theresa Tedesco	11 m
C.	Student Highlight  Personalized Learning Academy Student: Adi Prabhakar, 3rd grade Teacher: Tina Luxenberg		Theresa Tedesco	10 m
D.	Local Control and Accountability Plan (LCAP)  Mid-Year Report  Jodi Cope, Director of Operations & Accountability		Lisa Thompson	12 m
E.	Overview of the Governor's Budget		Tim O'Brien	5 m
F.	Review of Sage Oak Charter Schools  Governance Documents		Krista Woodgrift	8 m
<b>VII.</b>	<b>Consent Agenda</b>			<b>12:33 PM</b>
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 Services			1 m
	1. Check Register - January 2026			
	2. Report of Investment Activity - December 2025			
	3. Ratification of Office Beacon Agreement No. 0008779			
	4. Ratification of Opichi LLC Special Education Assessment Management System Proposal			
	5. Ratification of Stillings Construction Proposal			
	6. Ratification of WiarCom, Inc./Advanced Tracking Technologies, Inc.			

	Purpose	Presenter	Time
<b>B. Consent - Education Services</b>			1 m
1. Ratification of Springhill Suites Corona Riverside Banquet Event Order			
<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 Leonard and Company, Inc. Contract for Outdoor Advertising			
5. Ratification of Screen Vision Media Advertising Order			
<b>D. Consent - Operations &amp; Accountability</b>			1 m
1. Ratification of YellowFolder Quote No. 2021576			
2. Approval of 2026-27 Master Agreement & Acknowledgement of Responsibilities			
<b>E. (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>VIII. Education Services</b>		12:38 PM
<b>A. (Action) Approval of 2026-27 Catalina Island Marine Institute Overnight Field Trip Request Form &amp; CIMI Toyon Bay Agreement</b>	Vote	Erin Bunch
It is recommended that Board approve the 2026-27 Catalina Island Marine Institute overnight field trip request for students in grades 9 through 12, and the CIMI Toyon		2 m

Purpose	Presenter	Time
Bay Agreement as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).		

**Fiscal Impact: \$15,375**

Sage Oak Charter School (#1885)	\$12,088
Sage Oak Charter School - Keppel (#1886)	\$1,414
Sage Oak Charter School - South (#2051)	\$1,873

Roll Call Vote:

William Hall  
 Michael Humphrey  
 Steve Fraire  
 Susan Houle  
 Peter Matz

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

**IX. Human Resources**

**12:40 PM**

**A. (Action) Approval of Sage Oak Charter Schools' Vote** Tamar Kataroyan 5 m  
 Comprehensive School Safety Plan (CSSP),  
 Presented by Martha Villalobos, Senior  
 Administrator, Human Resources

It is recommended the Board approve the Comprehensive School Safety Plan (CSSP) 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 Retroactive Base Pay** Vote Tamar Kataroyan 2 m  
 Standardized Language for Teaching Positions  
 Effective July 1, 2018

It is recommended the Board approve the, retroactive to July 1, 2018, base pay for all teaching positions as determined by the board-approved salary and the employee's

Purpose	Presenter	Time
agreed-upon full-time equivalent (FTE) for the applicable work year/contract term, with part-time teachers compensated on a prorated basis according to the agreed-upon FTE, 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 \_\_\_\_\_

## X. Policy Development

12:47 PM

A. (Action) Approval of New 5100-SO Immigration Enforcement Activity Policy	Vote	Lisa Thompson	2 m
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It is recommended the Board approve the new 5100-SO Immigration Enforcement Activity 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 \_\_\_\_\_

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

12:49 PM

A. (Action) Approval of 2026-27 Sage Oak Charter Schools Board Meeting Calendar	Vote	Krista Woodgrift	2 m
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It is recommended the Board approve the 2026-27 Board Meeting calendar 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

	Purpose	Presenter	Time
Michael Humphrey			
Steve Fraire			
Susan Houle			
Peter Matz			
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			
<b>B. (Action) Election of the Sage Oak Charter Schools Board President</b>	Vote	Board President	1 m
In accordance with the Third Amended Bylaws of Sage Oak Charter Schools, <i>Article VII, Section 7.02, Election of Board Officers</i> , 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>C. (Action) Election of the Sage Oak Charter Schools Board Vice President</b>	Vote	Board President	1 m
In accordance with the Third Amended Bylaws of Sage Oak Charter Schools, <i>Article VII, Section 7.02, Election of Board Officers</i> , 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			
Peter Matz			
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			

	Purpose	Presenter	Time
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D. (Action) Election of the Sage Oak Charter Schools Board Clerk

Vote

Board President

1 m

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 \_\_\_\_\_

## XII. Oral Presentations

12:54 PM

A. AI Update

Brad Bookser

10 m

## XIII. Calendar

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

## XIV. Comments

1:04 PM

A. Board Comments

3 m

B. Superintendent Comments

2 m

## XV. Closing Items

1:09 PM

A. Adjourn Meeting

Vote

Board President

1 m

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Purpose

Presenter

Time

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.