



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

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

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](#)

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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			11:30 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			11:32 AM
A. Led by Board President or designee		Board President	1 m
III. Approve Agenda			11:33 AM
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 Regular Meeting of the Board of Directors | Approve Minutes | Board President | 1 m |
|-----------|--|-----------------|-----------------|-----|

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
VI. Correspondence/Proposals/Reports			11:35 AM
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
VII. Consent Agenda			12:33 PM
<p>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.</p> <p><i>The items below form our Consent Agenda. The last item in this section is a single vote to approve them en masse.</i></p>			
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.	Consent - Education Services		1 m
	1. Ratification of Springhill Suites Corona Riverside Banquet Event Order		
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 Leonard and Company, Inc. Contract for Outdoor Advertising		
	5. Ratification of Screen Vision Media Advertising Order		
D.	Consent - Operations & Accountability		1 m
	1. Ratification of YellowFolder Quote No. 2021576		
	2. Approval of 2026-27 Master Agreement & Acknowledgement of Responsibilities		
E.	(Action) Approval of Consent Agenda	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 _____		

VIII. Education Services

12:38 PM

A.	(Action) Approval of 2026-27 Catalina Island Marine Institute Overnight Field Trip Request Form & CIMI Toyon Bay Agreement	Vote Erin Bunch	2 m
	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		

	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

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

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 _____

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|-----------|--|------|-----------------|-----|
| B. | (Action) Approval of Retroactive Base Pay Standardized Language for Teaching Positions
Effective July 1, 2018 | Vote | Tamar Kataroyan | 2 m |
|-----------|--|------|-----------------|-----|

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
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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
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|-----------|--|------|---------------|-----|
| A. | (Action) Approval of New 5100-SO Immigration Enforcement Activity Policy | Vote | Lisa Thompson | 2 m |
|-----------|--|------|---------------|-----|

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
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|-----------|--|------|------------------|-----|
| A. | (Action) Approval of 2026-27 Sage Oak Charter Schools Board Meeting Calendar | Vote | Krista Woodgrift | 2 m |
|-----------|--|------|------------------|-----|

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 _____			

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|-----------|---|------|-----------------|-----|
| B. | (Action) Election of the Sage Oak Charter Schools Board President | 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 President: _____

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

- | | | | | |
|-----------|--|------|-----------------|-----|
| C. | (Action) Election of the Sage Oak Charter Schools Board Vice President | 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 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
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
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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 _____

FOR MORE INFORMATION

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