Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Published on November 5, 2026 at 12:09 PM PST

Date and Time

Thursday November 12, 2026 at 9:40 AM PST

Location

Sage Oak Charter Schools
1455 Ford Street, Suite #104
Redlands, CA 92346

Regus- Gateway Chula Vista
333 H Street, Suite 5000
Chula Vista, CA 91910

Link to Join Zoom Meeting
ID: 93593234736
Passcode: 528349

Dial In: (US) +1 301-715-8592
Passcode: 528349

MISSION STATEMENT

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

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 a meeting of the Governing Board may request assistance by contacting Sage Oak Charter Schools at ehorta@sageoak.education. Notification 48 hours prior to the meeting will enable the school to make reasonable arrangements to ensure accommodation and accessibility to this meeting.

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**9:40 AM**
A.	Call the Meeting to Order		Board President	1 m
B.	Record Attendance Roll Call: William Hall, President Michael Humphrey, Vice President Steve Fraire, Clerk Susan Houle, Member Peter Matz, Member		Board President	1 m
II.	**Pledge of Allegiance**			**9:42 AM**
A.	Led by Board President or designee		Board President	1 m
III.	**Approve Agenda**			**9:43 AM**
A.	(Action) Approval of Agenda for November 12, 2026 Regular Meeting of the Board of Directors It is recommended the Board approve the agenda for the November 12, 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	Vote	Board President	1 m

	Purpose	Presenter	Time

Peter Matz
Moved by _____ Seconds by _____ Ayes _____ Nays _____ Absent _____

IV. Approve Minutes — 9:44 AM

A.	(Action) Approval of Minutes for October 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 October 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 _____ Seconds by _____ Ayes _____ Nays _____ Absent _____

V. Public Comment - Closed Session

Members of the public who wish to make a Public Comment at a board meeting, whether attending in person or remotely, must submit a **Request to Speak using this Google Form** to address the Board of Directors. If you are having difficulty filling out the Google form, please email ehorta@sageoak.education for support.

Requests to speak must be submitted before the public comment period begins in open session. Each speaker is allotted up to three (3) minutes. Public comments on the same subject are limited to a total of twenty (20) minutes. Board members do not respond to public comments during the meeting. However, the Board may refer a matter to staff for review and request that it be brought back to the Board at a future meeting.

VI. Adjourn to Closed Session — 9:45 AM

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

	Purpose	Presenter	Time

The Board will now adjourn to Closed Session to discuss Item A.1 as listed on the agenda.

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

VII. Closed Session — 9:46 AM

A. Closed Session Agenda — 5 m

1. **PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT/PERFORMANCE EVALUATION/DISCIPLINE/DISMISSAL/RELEASE** Gov. Code section 54957(b)(1)

VIII. Reconvene Regular Meeting — 9:51 AM

A. Report Out Any Action Taken in Closed Session — Board President — 1 m

IX. Public Comment - Open Session

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Requests to speak must be submitted before the public comment period begins in open session. Each speaker is allotted up to three (3) minutes. Public comments on the same subject are limited to a total of twenty (20) minutes. Board members do not respond to public comments during the meeting. However, the Board may refer a matter to staff for review and request that it be brought back to the Board at a future meeting.

X. Correspondence/Proposals/Reports — 9:52 AM

A. Sage Oak Highlights — Krista Woodgrift — 10 m

		Purpose	Presenter	Time
	September & October 2026			
B.	Student Highlight Student: Fiona Meng, 5th Grade, Personalized Learning Academy Teacher: Kathryn Batarse		Chelsey Anema	9 m

XI. Oral Presentations — 10:11 AM

A.	AI Master Plan Todd Ryckman, Chief Technology Officer Carleen Maurer, Director II of Student Learning and Innovation		Todd Ryckman	20 m

XII. Consent Agenda — 10:31 AM

Items listed under the Consent Agenda 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, 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 Items - Business Services — 1 m

1. Check Register - October 2026
2. Report of Investment Activity - September 2026
3. Ratification of Opichi LLC Sage Oak Sites Content Management System Build Proposal
4. Ratification of Nth Generation Computing Inc. Quote #179845 r2

B. Consent Items - Education Services — 1 m

1. Approval of 2027-28 Pali Institute Outdoor Science Camp Overnight Field Trip
2. Ratification of Emerson Royce Group College & Career Readiness Partnership Agreement

C. Consent Items - Human Resources — 1 m

1. Approval of Certificated Personnel Report

		Purpose	Presenter	Time

2. Approval of Classified Personnel Report
3. Approval of Job Descriptions

D. Consent - Operations & Accountability 1 m

1. Approval of Sage Oak Charter Schools English Learner (EL) Master Plan 2026-27 (Revised)

E. (Action) Approval of Consent Agenda 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 _____ Seconds by _____ Ayes _____ Nays _____ Absent _____

XIII. Board Governance 10:36 AM

A. (Action) Approval of Sage Oak Charter Schools Board of Directors Manual Revisions Vote Krista Woodgrift 2 m

It is recommended the Board approve the revisions to the Board of Directors Manual as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

The proposed revisions remove the Board vacancy recruitment procedures from the Board Manual to align with the bylaws and maintain flexibility in the recruitment process.

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

		Purpose	Presenter	Time

Peter Matz
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XIV. Business Services — 10:38 AM

A. (Action) Approval of Cooley LLP Engagement Agreement — Vote — Tim O'Brien — 5 m

It is recommended the Board approve the Cooley LLP Engagement Agreement as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Cooley LLP will advise on contract development for custom software and related intellectual property issues.

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

XV. Calendar

The next scheduled meeting will be a Regular Meeting of the Board of Directors held on December 10, 2026.

XVI. Comments — 10:43 AM

A. Board Comments — 3 m

B. Superintendent Comments — 2 m

XVII. Closing Items — 10:48 AM

A. Adjourn Meeting — Vote — Board President — 1 m

Roll Call Vote:
William Hall
Michael Humphrey

	Purpose	Presenter	Time

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.