



Sage Oak Charter Schools

Regular Meeting of the Board of Directors

Published on February 7, 2025 at 11:36 AM PST

Date and Time

Thursday February 13, 2025 at 9:00 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

[Join Zoom Meeting](#)

ID: 92768585230

Passcode: 513895

[\(US\) +1 309-205-3325](#)

Passcode: 513895

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			9:00 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			9:02 AM
A. Led by Board President or designee		Board President	1 m
III. Approve/Adopt Agenda			9:03 AM
A. (Action) Approval of Agenda for February 13, 2025 Regular Meeting of the Board of Directors	Vote	Board President	1 m
It is recommended the Board approve the agenda for the February 13, 2025, 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

9:04 AM

- | | | | | |
|-----------|--|-----------------|-----------------|-----|
| A. | (Action) Approval of Minutes for January 9, 2025 Regular Meeting of the Board of Directors | Approve Minutes | Board President | 1 m |
|-----------|--|-----------------|-----------------|-----|

It is recommended the Board approve the minutes from the January 9, 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 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			9:05 AM
A.	Sage Oak Highlights	Krista Woodgrift	12 m
B.	Program for Gifted and Talented (PAGE) Update Christy Hartman, Advanced and Gifted Program Coordinator	Theresa Tedesco	14 m
C.	Student Highlight Personalized Learning Academy Student: Preston Isidro Teacher: Nelly Cabrera	Theresa Tedesco	7 m
D.	Local Control and Accountability Plan (LCAP) Mid-Year Report Jodi Cope, Director of Operations & Accountability	Lisa Thompson	15 m
E.	Overview of the Governor's Budget	Tim O'Brien	10 m
VII. Consent Agenda			10:03 AM
<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
	<ol style="list-style-type: none"> 1. Check Register - January 2025 2. Report of Investment Activity - December 2024 3. Ratification of The Grand Long Beach Terms and Conditions 4. Ratification of Marriott Riverside at the Convention Center Agreement 5. Ratification of CloudHesive, LLC. Independent Consulting Agreement (ICA-009581) 6. Ratification of CloudHesive, LLC. Mutual Non-Disclosure Agreement 7. Ratification of Skill Struck Quote 8. Ratification of DoubleTree by Hilton Claremont Banquet Event Order #5245 9. Ratification of Rancho Simi Recreation and Park District Facility Use Permit 		

	Purpose	Presenter	Time
	10. Ratification of Leonard and Company, Inc. Contract		
	11. Ratification of Fullerton Free Church Facilities Use Agreement		
B.	Consent - Education Services		1 m
	1. Ratification of LanguageBird Inc. Service Agreement		
C.	Consent - Human Resources		1 m
	1. Approval of Certificated Personnel Report		
	2. Approval of Classified Personnel Report		
	3. Approval of Job Descriptions		
	4. Approval of Sage Oak Charter Schools Comprehensive School Safety Plan (CSSP) Revisions		
	5. Approval of Sage Oak Charter Schools Injury and Illness Prevention Plan Revisions		
D.	(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. Board Governance

10:07 AM

A.	(Action) Approval of 2025-2026 Sage Oak Charter Schools Board Meeting Calendar	Vote	Krista Woodgrift	2 m
	It is recommended the Board approve the 2025-2026 Sage Oak Charter Schools Board Meeting calendar as presented, for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).			

Purpose Presenter Time

Fiscal Impact: None

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

IX. Human Resources

10:09 AM

- A.** (Action) Approval to Increase Recognized Teaching Experience for Salary Placement Vote Candice Coffey 5 m

It is recommended the Board approve the increase to recognize up to 10 years of teaching experience for salary placement, effective for the 2025-2026 school year, for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

Fiscal Impact: \$399,175

Sage Oak Charter School (#1885)	\$322,933
Sage Oak Charter School - Keppel (#1886)	\$29,539
Sage Oak Charter School - South (#2051)	\$46,703

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

X. Calendar

The next scheduled meeting will be a Regular Board of Directors Meeting held on March 13, 2025.

XI. Comments

10:14 AM

	Purpose	Presenter	Time
A. Board Comments			3 m
B. Superintendent Comments			2 m
XII. Closing Items			10:19 AM
A. Adjourn Meeting	Vote	Board President	1 m
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.

Coversheet

(Action) Approval of Minutes for January 9, 2025 Regular Meeting of the Board of Directors

Section: IV. Approve Minutes
Item: A. (Action) Approval of Minutes for January 9, 2025 Regular Meeting of the Board of Directors
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Meeting of the Board of Directors on January 9, 2025

APPROVED

SAGE OAK
CHARTER SCHOOLS



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday January 9, 2025 at 9:00 AM

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: 93487911935
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Directors Present

P. Matz, S. Fraire, S. Houle, W. Hall

Directors Absent

M. Humphrey

Guests Present

B. Bookser, D. Ruiz, E. Horta, K. Prins, K. Woodgrift, L. Snee (remote), T. King

I. Opening Items

A. Call the Meeting to Order

W. Hall called a meeting of the board of directors of Sage Oak Charter Schools to order on Thursday Jan 9, 2025 at 9:07 AM.

B. Record Attendance

II. Pledge of Allegiance

A. Led by Board President or designee

W. Hall, Board President, led the meeting in the Pledge of Allegiance.

III. Approve/Adopt Agenda

A. (Action) Approval of Agenda for January 9, 2025 Regular Meeting of the Board of Directors

S. Fraire made a motion to W. Hall, Board President, to approve the agenda as presented for the January 9, 2025, Regular Meeting of the Board of Directors.

S. Houle seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

M. Humphrey Absent
S. Houle Aye
P. Matz Aye
W. Hall Aye
S. Fraire Aye

IV. Approve Minutes

A. (Action) Approval of Minutes for December 12, 2024 Regular Meeting of the Board of Directors

S. Fraire made a motion to W. Hall, Board President, to approve the minutes as presented from the Regular Meeting of the Board of Directors on 12-12-24.

S. Houle seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

M. Humphrey Absent
P. Matz Aye
S. Fraire Aye
W. Hall Aye
S. Houle Aye

V. Public Comment - Closed Session

A. Public Comment

There was no public comment regarding Closed Session.

VI. Adjourn to Closed Session

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

S. Houle made a motion to W. Hall, Board President, to adjourn to Closed Session at 9:08 a.m.

S. Fraire seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Houle Aye
P. Matz Aye
W. Hall Aye
S. Fraire Aye
M. Humphrey Absent

VII. Closed Session

A. Closed Session Agenda

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

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

a. YL v. The Collaborative Charter Services Organization, et al.

2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

(Gov. Code Section 54956.9(d)(2)): 1 matter

3. CONSIDERATION OF PREVIOUSLY EXPELLED STUDENT'S REQUEST TO ENROLL

VIII. Reconvene Regular Meeting

A. Report Out Any Action Taken in Closed Session

The Regular Meeting of the Board of Directors reconvened at 9:37 a.m.

P. Matz made a motion to W. Hall, Board President, in the matter of item no. VII.A.2, on the Closed Session agenda, Conference with Legal Counsel - Anticipated Litigation (Gov. Code Section 54956.9(d)(2)): 1 matter, the Board voted to settle case no. 2025-01-09-01.

S. Fraire seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

M. Humphrey Absent

P. Matz Aye

W. Hall Aye

S. Houle Aye

S. Fraire Aye

IX. Public Comments/Recognition/Reports

A. Public Comment

There was no request for public comment.

X. Correspondence/Proposals/Reports

A. Special Education Update

Kelly Prins, Senior Director of Special Education, and Danielle Ruiz, Assistant Director of Special Education, presented the Special Education department update.

B. Student Highlight

The student highlight was canceled.

C.

2023-2024 California Dashboard Presentation

Poppy Perfect, Data & Educational Reporting Coordinator, presented the 2023-2024 California Dashboard results.

D. AI Update - Enhanced College & Career Readiness & AI-Powered Personalized Learning

Traci King, high school Director/Principal, presented an Artificial Intelligence (AI) update on enhanced college and career readiness and AI-powered personalized learning.

XI. Consent Agenda

A. Consent - Business Services

1. Check Register - December 2024
2. Report of Investment Activity - November 2024
3. Ratification of City of Lakewood Permit #R14897
4. Ratification of CloudHesive, LLC Change Order Form
5. Ratification of L-Rod Entertainment Contract
6. Ratification of Rancho Simi Recreation and Park District Contract
7. Ratification of Fullerton Free Church Facility Use Agreement
8. Ratification of The Grand Long Beach Banquet Event Order
9. Ratification of The Grand Long Beach Refund Agreement
10. Ratification of DoubleTree by Hilton, Claremont, Reservation Agreement
11. Ratification of City of Upland Permit #R13064
12. Ratification of AWS Migration Acceleration Program (MAP) Funding Service Order
13. Ratification of Colony Labs, Inc. (Scribe) Master Services Agreement
14. Ratification of CloudHesive, LLC. Independent Consulting Agreement

B. Consent - Human Resources

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions
4. Approval of 2025 IRS Mileage Reimbursement Rate

C. (Action) Approval of Consent Agenda

Items listed under the Consent Agenda are considered routine and will be approved/adopted by a single motion.

P. Matz made a motion to W. Hall, Board President, to approve the items listed under the Consent agenda as presented.

S. Houle seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Fraire Aye
S. Houle Aye
P. Matz Aye
W. Hall Aye
M. Humphrey Absent

XII. Operations and Accountability Services

A. (Action) Approval of 2023-2024 School Accountability Report Cards (SARC), Presented by Poppy Perfect, Data & Educational Reporting Coordinator

S. Houle made a motion to W. Hall, Board President, to approve the 2023-2024 School Accountability Report Cards (SARC) as presented.

S. Fraire seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

W. Hall Aye
S. Houle Aye
P. Matz Aye
M. Humphrey Absent
S. Fraire Aye

XIII. Human Resources

A. (Action) Approval of Revised 2024-2025 Salary Schedule

S. Houle made a motion to W. Hall, Board President, to approve the revised 2024-2025 Salary Schedule as presented.

S. Fraire seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

P. Matz Aye
W. Hall Aye
S. Fraire Aye
M. Humphrey Absent
S. Houle Aye

XIV. Calendar

A. Future Meetings

The next scheduled meeting will be a Regular Meeting of the Board of Directors held on February 13, 2025.

XV. Comments

A. Board Comments

The Board expressed their appreciation for the well-structured Sage Oak Board meetings, emphasizing the organization, productivity, and energizing atmosphere, which creates excitement about the school's success and future plans. They also conveyed gratitude for the team's hard work and pride in Sage Oak's advancements in special education and AI integration.

B. Superintendent Comments

Superintendent Woodgrift thanked Traci King, high school Director/Principal, and Brad Bookser, Director of Information Technology, for their commitment to advancing AI and personalized learning, emphasizing their effective collaboration and recognition by the Computer-Using Educators (CUE) organization. She also recognized the Special Education administrative team, led by Kelly Prins, Senior Director of Special Education, and Danielle Ruiz, Assistant Director of Special Education, for their efforts in improving the department's processes, procedures, and student support. Superintendent Woodgrift invited the Board to attend the Sage Oak High School graduation ceremony on June 4, 2025, at the Fullerton High School Auditorium in Fullerton, CA.

XVI. Closing Items

A. Adjourn Meeting

P. Matz made a motion to W. Hall, Board President, to adjourn the Regular Meeting of the Board of Directors on January 9, 2025.

S. Fraire seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

S. Fraire Aye

M. Humphrey Absent

W. Hall Aye

P. Matz Aye

S. Houle Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:44 AM.

Respectfully Submitted,

W. Hall

Documents used during the meeting

- Special Education Update_1.9.2025.pdf

- 2023-2024 California Dashboard Presentation_1.9.2025.pdf
 - AI Update_1.9.2025.pdf
 - BUS Consent - Business Services_1.9.2025.pdf
 - BUS Consent - Human Resources_1.9.2025.pdf
 - 2023-2024 School Accountability Report Cards_Presentation_1.9.2025.pdf
 - 2023-2024 School Accountability Report Card_Sage Oak Charter School (#1885)_1.9.2025.pdf
 - 2023-2024 School Accountability Report Card_ Sage Oak Charter School - Keppel (#1886)_1.9.2025.pdf
 - 2023-2024 School Accountability Report Card_Sage Oak Charter School - South (#2051)_1.9.2025.pdf
 - Revised 2024-2025 Salary Schedule_Presentation_1.9.2025.pdf
 - Revised 2024-2025 Salary Schedule_1.9.2025.pdf
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FOR MORE INFORMATION

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

Coversheet

Sage Oak Highlights

Section: VI. Correspondence/Proposals/Reports
Item: A. Sage Oak Highlights
Purpose:
Submitted by:
Related Material: Sage Oak Highlights_December 2024 & January 2025.pdf

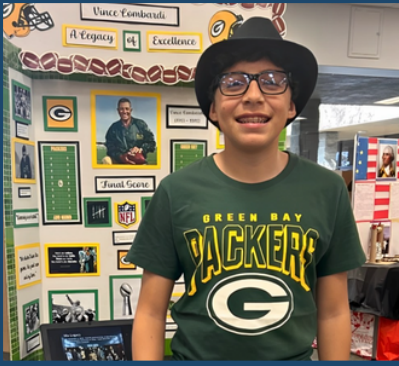


Excellence through Personalized Learning

DECEMBER/JANUARY HIGHLIGHTS

2024-25

GOAL #1: STUDENT SUCCESS



GOAL #2: ENGAGEMENT

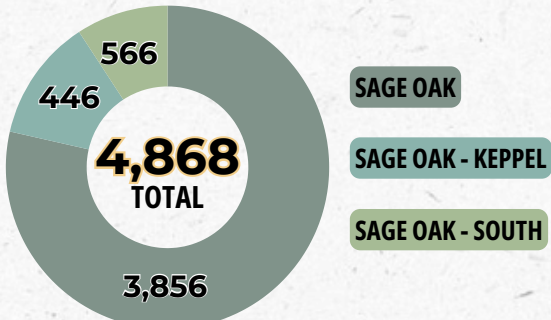


GOAL #3: SMART LEARNING SYSTEMS

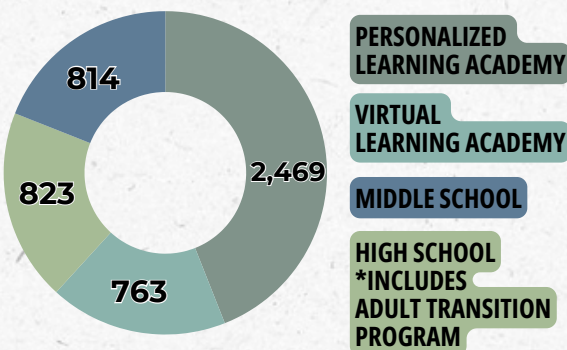


CURRENT ENROLLMENT

BY SCHOOL



BY PROGRAM



A LOOK INSIDE THIS ISSUE....

GOAL #1 FEATURED HIGHLIGHTS:

- Oakschool Quarter 3 is underway with **2,300+ students** enrolled, with expanded CTE-aligned courses.
- The intervention program provides targeted support in key areas, with **401 students participating** in live classes.

GOAL #2 FEATURED HIGHLIGHTS:

- Students are making a difference through impactful community service events!
- Six Sage Oak team members earn Administrative Credentials!

[CLICK HERE TO VIEW PROFESSIONAL DEVELOPMENT](#)

GOAL #3 FEATURED HIGHLIGHTS:

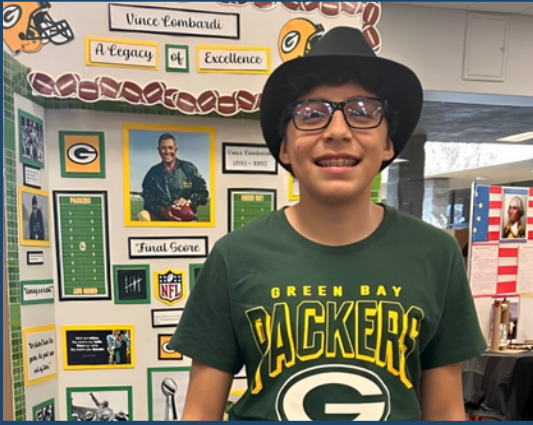
- Sage Oak Data Lake Project begins Phase 2 and enhances capabilities.
- AI integration expands with new tools, robotics, and career-focused programs to enhance student readiness!



STUDENT HIGHLIGHT: OLIVER H.

Meet Sage Oak high school senior student Oliver H. (top center) and his band Full Circle, who played at Jingle Ball in Los Angeles this past December and made it into People Magazine! Another bandmate, Sean Garrity (bottom right) is a Sage Oak Class of 2023 Alumni!

GOAL #1: STUDENT SUCCESS



Making a Difference: A Journey of Leadership and Service

Sage Oak proudly recognizes Chayton T., an 8th-grade Personalized Learning Academy student, for his remarkable leadership and dedication to humanitarian efforts. His passion for volunteering, supporting refugees, and embracing diverse cultures, highlighted by completing a 500-mile pilgrimage, demonstrates his commitment to making a difference. Click [HERE](#) to see how Chayton is positively impacting his community!

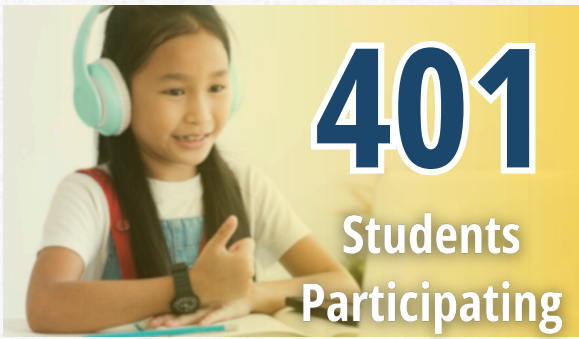
On January 16th, Sage Studios podcast host, Tiffany Webster met with Sage Oak high school student Adrian M., and discussed his journey as a young entrepreneur. Adrian developed an AI-powered education platform designed to offer personalized learning experiences to students.

Sage Oak Student Turned AI Developer



His innovation earned him an invitation to Meta Headquarters, making him the youngest developer ever invited to Meta Connect, an annual conference showcasing Meta's latest technologies, products, and vision for the future.

Targeted Support for Student Success



401
Students
Participating

Our intervention program provides targeted support in key areas, including English Language Arts (ELA), Math, and Early Literacy. Currently, 401 students participate in live classes, receiving individualized instruction to strengthen their foundational skills. Additionally, 86 students in grades K-8 are enrolled in our Integrated English Language Development (ELD) program, which focuses on both ELA and ELD standards to enhance language proficiency.

Empowering Parents: Insights from Our "Gifted 101" Webinar

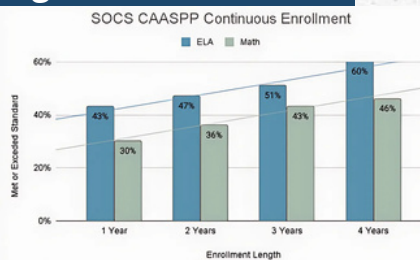
This month, the Program for Advanced and Gifted Education (PAGE) hosted a "Gifted 101" parent webinar featuring Dr. Joanna Hasse, an expert in supporting gifted and talented students. Dr. Hasse presented the unique characteristics of gifted students, the challenges of their asynchronous development, and practical strategies for supporting their growth. The webinar was attended live by 22 parents, and the recording was shared with families afterward. The feedback from parents was overwhelmingly positive! Here are a few of their comments:

"Thank you for sending this recording. I attended live, but I plan to rewatch it. This was incredibly helpful. My daughter is 11 years old, and I'm still learning how to understand her. So much of what was discussed resonated with her behaviors. Please offer more of this parent support—it's invaluable for helping us better understand and support our children."

"Thank you for this webinar. I had tears in my eyes because I finally feel like I understand my daughter."



Longer Enrollment Linked to Higher CAASPP Scores



After analyzing the CA State Dashboard, the team examined how enrollment duration impacts California Assessment of Student Performance and Progress (CAASPP) scores. The graph shows a steady rise in students meeting or exceeding standards, with a 17% increase in English Language Arts (ELA) and 16% in math after four years compared to one year.

GOAL #1: STUDENT SUCCESS

Beyond the Classroom: Exploring Careers Through Hands-On Field Trips

SPROUTS™ FARMERS MARKET



Students went behind the scenes at Sprouts Farmers Market in Redlands and learned about supply chain management, customer service, food sourcing, and grocery industry careers.



At the North Justice Center in Fullerton, students observed court proceedings, met legal professionals, and explored careers in the justice system.

At Garner Holt Education Through Imagination in Redlands, students discovered how art, robotics, and storytelling come together to create lifelike figures used in theme parks and entertainment.



SoFi Stadium



Students toured SoFi Stadium, exploring its operations and career opportunities in event management, sports media, and stadium operations.



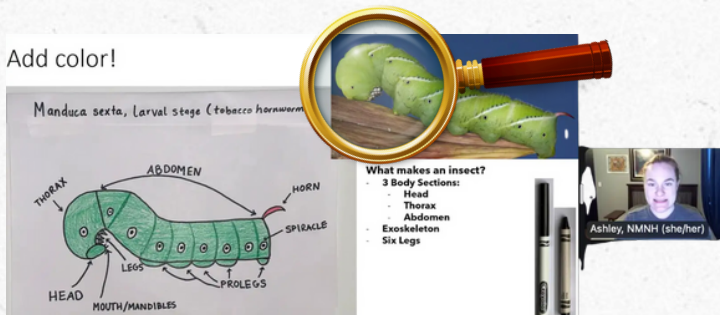
Students learned about healthcare careers at the Center for New Medicine in Irvine, meeting doctors and staff to discuss integrative health and patient care.

GOAL #1: STUDENT SUCCESS

Smithsonian Virtual Voyage

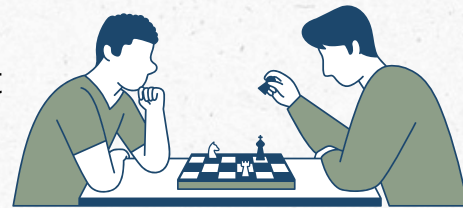
PAGE students participated in a Virtual Voyage with the Smithsonian. During this interactive workshop, students explored the tobacco hornworm, closely observing its features and creating detailed scientific sketches.

Add color!



Club Rush Engages Students in Extracurricular Activities

We have 19 clubs that have become very active this school



year, and inspired by a student suggestion, the school hosted a Club Rush event for the first time! The event allowed students to explore different clubs, learn about their activities, and promote the student community. It was very successful with about 80 students attending on two different days.

Oakschool Quarter 3 is underway with over 2,300 students enrolled in Oakschool Quarter 3 in Full Swing!

core and enrichment-based classes since mid-January! We have expanded our offerings with exciting new Career and Technical Education (CTE) aligned courses, including Sage Oak Newscasters, Young Entrepreneurs, An Exploration of Animation, The Magic of Makeup Artists, and Speak Up, Stand Out: The Art of Public Speaking. Here are some highlights from a few classes:

Sage Oak Newscasters

Students will learn:

- How to create a show with editing, logos, taglines, and a compelling name
- How to write scripts that are interesting and easy to follow
- How to produce a high-quality video with expression and voice-over
- How to promote the show, plan, and educate on various platforms
- How to critique and make improvements to make the show better each time

What is this all about?

1. A show made for students by students.
2. A show that helps give information out and empowers.
3. A show that helps students become more confident in their skills in design, writing, editing, video, audio, and more.

NEW EPISODES WILL COME OUT A "BROADCAST" ON STUDENTS' CANVAS PAGE.

What role will you play?

- Show: Come up with ideas and create an outline for the show.
- Write: Write the script for the show.
- Design: Design the look of the show (background and graphics).
- Record: Record the audio and video for the show.
- Edit: Edit the video and audio for the show.
- Publish: Publish the show on the school's Canvas page.

STUDENT LED OWNERSHIP TEAM WORK

CTE PATHWAYS

Arts, Media, & Entertainment Pathway Highlight:

Sage Oak Newscasters

Mrs. Shirlee Fisher is leading our 4th–8th-grade students on an exciting journey into the world of news production and broadcasting! The student news team has officially named their network "The Acorn" and is hard at work collaborating on scripts, costumes, special effects, and more.

Let's think what is an Entrepreneur?

- Someone who creates a business.
- Their business helps to create a life for themselves and others.

Can anyone be an entrepreneur?

- Entrepreneurs come from all walks of life in all shapes and sizes. Some start their businesses when they are very young, even as a child. Some start later in life.

Marketing, Sales, & Services Pathway Highlight:

Young Entrepreneurs:

Mrs. Bri Kendrick is guiding our 3rd–7th graders through an exploration of entrepreneurship. Students are diving into the fundamentals of starting a business, understanding costs and profits, and exploring effective selling strategies.

College and Career Exploration Through Pathful

Over the last couple of months, we provided teachers with training to integrate Pathful, an online platform that connects students with industry professionals, into asynchronous and synchronous assignments from Transitional Kindergarten through 8th grade, fostering college and career exploration through interest surveys, career talks, and job shadowing.



GOAL #1: STUDENT SUCCESS

Industry Experts Inspire Future Careers

Our diverse Career and Technical Education (CTE) programs cover over ten industry sectors, providing students with exposure to career pathways in marketing, public services, arts and media, agriculture, and more. Recent guest speakers have included a JPL programmer, paramedic, claymation animator, food truck owner and picture book illustrator, offering students real-world connections to their studies.



PLC Focuses on Support for Student Success

In December, an in-person Professional Learning Community (PLC) session was held to review the progress of the Class of 2026 to ensure they were on track for junior-year requirements and beyond. Educational Advisors analyzed 10th- and 11th-grade transcripts to assess College and Career Indicator (CCI) goals and make any necessary adjustments. Click below to watch a short clip of our in-person PLC.



College Partnership Expands Opportunities

The second semester of our Crafton Hills College partnership began on January 24th, offering four sections this semester, and enrolling a total of **51 students** across multiple college-level course that include English 155 (Children's Literature), History 171 (World Civilizations), Political Science 100, and Counseling 100 (Introduction to Career, Education, and Life Planning).

Winter Wonderland Social



The Virtual Learning Academy (VLA) Winter Social on December 6th brought together students, teachers, and the Sage Oak community to celebrate global traditions. Students enjoyed a magic show, crafts, and cultural games, with a highlight being handmade felt cards for Sage Oak's Letter Drive!

Tools for College, Careers & Beyond

During recent Learning Period meetings, 9th–11th graders watched presentations on community college pathways, dual enrollment, apprenticeships, and Career Technical Education. Seniors received guidance on creating a Federal Student Aid (FSA) ID and accessing financial aid through the Free Application for Federal Student Aid (FAFSA) and the California Dream Act Application (CADAA). The school also hosted student-parent webinars on military resources, dual enrollment, resume writing, and community college options. Students are gaining the tools to confidently plan their future!

GOAL #1: STUDENT SUCCESS

Middle-to-High School Training & Resources

Teachers participated in a middle school to high school training session during the January Professional Learning Community (PLC), focused on bridging academic standards. Ongoing observations of Oakschool and Learning Period Meetings led to new resources, including the Middle School Resource Hub, which offers academic materials, student learning objectives (SLOs), special education support, test prep, and engagement activities.

Bridging the Gap



Career Technical Education (CTE) Updates

Arts, Media and Entertainment

Logan Salazar
Chicken X4
Graphite pencil, ink pens, paint pens, colored pencils
AP Art Studio A



AP Studio Art students analyzed past College Board portfolios to deepen their understanding of portfolio rigor, collaborated in peer critique sessions, and tackled the creative "Chicken Challenge," encouraging innovative thinking within thematic constraints.

Marketing and Entrepreneurship



Entrepreneurship students explored key economic concepts such as supply and demand, factors of production, the business cycle, and government regulations, and applied them to real-world business scenarios. A visit to Wild Goose Coffee Roasters gave students a firsthand look at how a small business grows from passion to success.



Child Development

Child Development 1 students explored medical diagnostics and healthcare careers through a mobile ultrasound tour led by Korine Tyree and a nursing Q&A with Beth Colangelo.



Sports Medicine

In Sports Medicine 1, students completed a concussion training program and earned certificates from the National Federation of State High School Associations (NFHS).



Information Technology

AP Computer Science Principles (AP CSP) launched its third unit and a corresponding capstone project focused on simulation, user input, and random integers. IT Interns created real-world applications such as a productivity task manager, a global flags study guide and an In-N-Out ordering tool, and then they presented and peer-critiqued these projects on January 17.

GOAL #2: ENGAGEMENT



Survey Results Show Why Families Choose Sage Oak

In a recent Share Your Voice Survey sent to parents, when asked "What keeps you here at Sage Oak?", families stated the following:

The flexibility, support, and personalized learning options across all programs (PLA, VLA, and HS). Many value the amazing teachers who provide guidance and build strong relationships, along with the freedom to tailor education to their children's unique needs.

Why did you choose Sage Oak?
We'd like your feedback!



Share Your Voice Survey 2024-25 School Year

Sage Oak Students Make a Difference Through Community Service



In December and January, Sage Oak students made a difference through two impactful service events. They donated three truckloads of essentials to a women's shelter and helped harvest 14,000 pounds of cabbage for families in need through Second Harvest Food Bank. These experiences reinforced the power of compassion, teamwork, and service in their community.

Sage Oak's Voice in Legislative Action Committee

Superintendent Krista Woodgrift has been invited to join the Small School Districts' Association (SSDA) Legislative Action Committee and attended the first meeting on January 10th. The committee's legislative focus for this session includes three key areas: local control, school funding, and the staffing crisis. This advocacy work not only supports the future of Sage Oak and its mission but also provides valuable opportunities for collaboration and networking with other educational leaders. Engaging in these initiatives strengthens Sage Oak's voice and fosters partnerships that can address shared challenges.

Sage Oak Team Members Earn Administrative Credentials

We are proud to recognize the outstanding achievement of six Sage Oak team members—Candice Coffey, Assistant Superintendent of Human Resources; Chelsey Anema, Personalized Learning Academy Director/Principal; Lana Beshara, Virtual Learning Academy Director/Principal; Kiley Duncan, Personalized Learning Academy Assistant Principal; Chenin Northgrave, Student Services Coordinator and Jodi Cope, Director of Operations and Accountability.



They each recently completed the rigorous two-year Clear Administrative Services Credential program through the Las Virgenes School District, with Larry King, Senior Director of Outreach and Development, as their coach. These individuals have shown remarkable dedication to professional growth, embodying a true growth mindset.

DECEMBER 2024 / JANUARY 2025

GOAL #2: ENGAGEMENT

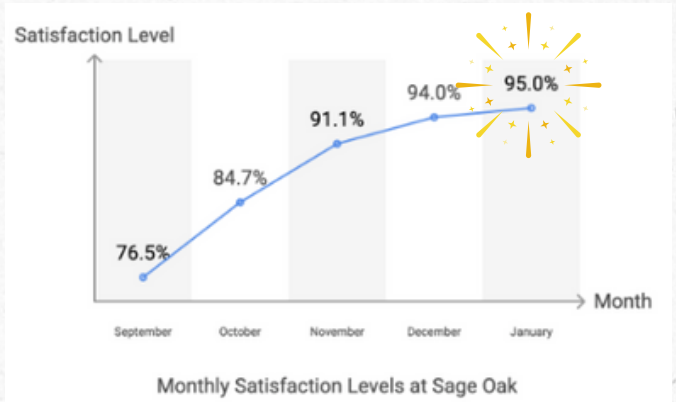
New FSA Wellness Benefit Supports Employee Health

The new Flexible Spending Account (FSA) wellness benefit, provides employees with up to \$300 to support their health and wellness goals through a variety of eligible spending options. Implemented through IGOE, our FSA carrier, the program has been well received. Employees have expressed their appreciation for the benefit and shared positive feedback about its ease of use.



Strong Retention and Satisfaction Results

Sage Oak continues to maintain a positive and supportive work environment, as reflected in our recent staff pulse check survey. Our retention rate has risen to 93%, up from 88% last year, with 95% of employees expressing overall satisfaction. Additionally, 84% rated our Sage Milestones work anniversary program positively. Staff appreciate the recognition and collaborative culture at Sage Oak. Below are survey comments from employees.



“My ideas and contributions are valued and recognized. There is a listening spirit. There is a desire to always improve and grow amongst leaders.”

“I feel that not only my own department but also other departments genuinely want to see me succeed, and that sense of collaboration means a lot to me.”

Building Skills for Success: K-8 Counseling Program Updates

The K-8 School Counseling Program offers social-emotional, academic, and career development courses. This quarter's Choice Champions class focuses on decision-making skills from the Collaborative for Academic, Social, and Emotional Learning (CASEL) framework, while PathFinder helps students explore their values, interests, and career paths. Brain Boss strengthens executive functioning skills, with student confidence rising from 54% to 89% between pre- and post-tests. This growth reflects our commitment to student success, and we look forward to a great second semester!

Counseling Corner

Happy Holidays from Sage Oak!



Sage Oak staff embraced the holiday season with festive potlucks, a Winter Party at Shakey's Pizza, ugly sweater contests, outdoor socials, and department luncheons, spreading joy and team camaraderie!

DECEMBER 2024/JANUARY 2025

GOAL #3: SMART LEARNING SYSTEMS



Sage Oak Embraces AI for Future-Ready Learning

At Sage Oak, we're preparing students for a rapidly changing, AI-driven future by integrating AI-powered tools, a future robotics course, and personalized learning across all grade levels.

In December and January we explored the College Guidance Network, which provides students and families with access to Eva, an AI counseling assistant, where students receive tailored college and career advice. Additionally, the AI Committee is receiving training and piloting, Skill Struck which includes self-paced computer classes with AI modules and industry certifications, creating a comprehensive K-12 CTE pathway.

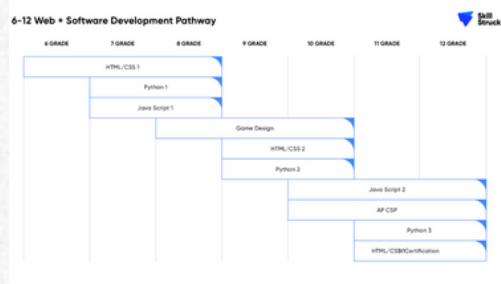
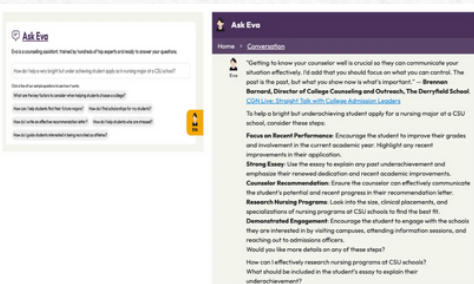
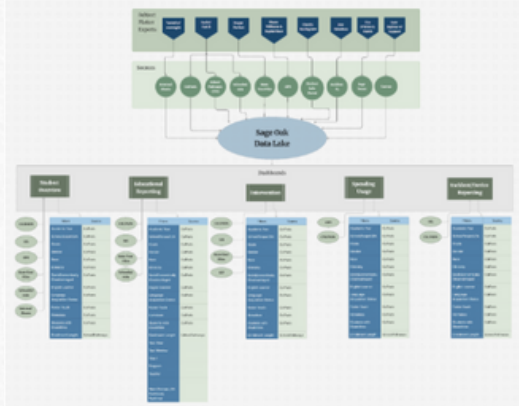
Advancing Insights: The Next Phase of Sage Oak Data Lake

We're excited to share an update on the Sage Oak Data Lake project as we transition into the next phase. The Data Lake aims to create dashboards that deliver meaningful insights for informed decisions across our school.

In Phase One, our team integrated multiple data sources, including the California Longitudinal Pupil Achievement Data System (CALPADS), School Pathways, our student information system, Online Purchasing System (OPS), Incident IQ for IT support, and Canvas Learning Management System (LMS), into a centralized repository. We developed dashboards for student overview, educational reporting, intervention tracking, spending & usage, and incident & device reporting.

The following diagram outlines the Sage Oak Data Lake structure, illustrating how data sources and subject matter experts contribute to the development of these dashboards, ensuring accurate and accessible information for strategic planning.

With Phase One complete, we are focusing on Phase Two to expand the Data Lake's capabilities. This includes integrating historical data, adding new sources, refining filters and visuals, and improving user interactions. We are also enhancing automation and API (Application Programming Interface) connections to streamline data pipelines. APIs allow different software programs to communicate with each other.



Coversheet

Program for Gifted and Talented (PAGE) Update

Section: VI. Correspondence/Proposals/Reports
Item: B. Program for Gifted and Talented (PAGE) Update
Purpose:
Submitted by:
Related Material: Program for Gifted and Talented (PAGE) Update_2.13.2025.pdf



SAGE OAK

CHARTER SCHOOLS

Christy Hartman

Advanced and Gifted Program Coordinator



Program for Advanced and Gifted Education (PAGE)





29 PAGE Enrollment in August 2024

90 Current PAGE enrollment



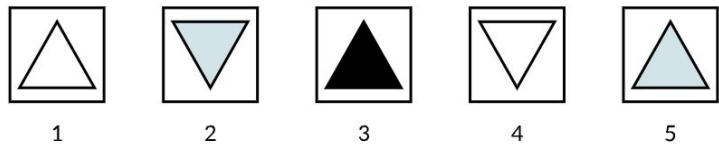
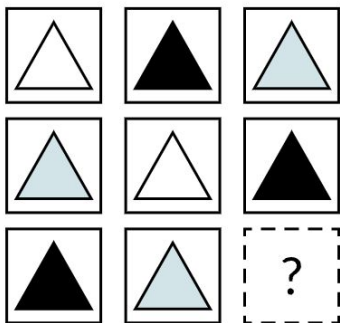
Qualification for PAGE

Naglieri Nonverbal Ability Test

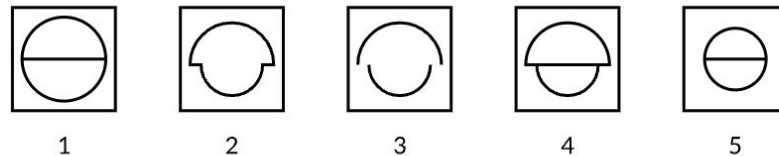
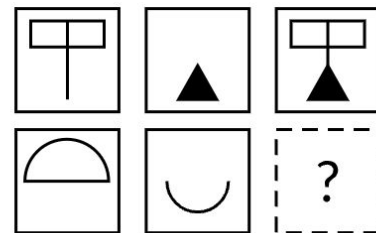


NNAT3

Sample question:



Sample question:





PAGE Program Offerings





Enrichment Expeditions

Enrichment expeditions offer students **hands-on learning and new experiences**, enhancing their education with opportunities for critical thinking, collaboration, and creativity, and enriching their overall educational journey.

Expeditions include:

- Fullerton Arboretum
- San Diego Museum of Art
- Aquarium of the Pacific
- March Air Force Museum
- Saw Dust Factory







Virtual Voyages

A series of virtual field trips offering **immersive experiences** that explore fascinating topics, cultures, and science to inspire curious minds.

Voyages include:

- Safari Park
- Smithsonian
- Spy Museum





Inspire and Ignite

This guest speaker series introduces students to **diverse careers through presentations** by professionals, offering insights into industries, required skills, and real-world applications.

Guest speakers include:

- **Dr. Hegna**, Paleontologist
- **Jasmine Wargo**, Newberry Honor Award winner and author of “Other Words from Home.”
- **Scott Magoon**, Author & Illustrator







Parent Pathways

Webinars designed to **empower and educate parents** navigating the unique challenges of raising and educating gifted children.

Webinar topics include:

- Emotional Intensity
- Intro to High School
- Gifted 101:
Dr. Joanna Haase
- Gifted & Distracted:
Dr. Joanna Haase





1:1 Advising Sessions





Middle School Honors Revamp!





Coversheet

Student Highlight

Section: VI. Correspondence/Proposals/Reports
Item: C. Student Highlight
Purpose:
Submitted by:
Related Material: Student Highlight_Preston Isidro_2.13.2025.pdf



Student Highlight

Preston Isidro, PLA Grade 7



Coversheet

Local Control and Accountability Plan (LCAP) Mid-Year Report

Section: VI. Correspondence/Proposals/Reports
Item: D. Local Control and Accountability Plan (LCAP) Mid-Year Report
Purpose:
Submitted by:
Related Material: LCAP Mid-Year Report_2.13.2025.pdf



SAGE OAK
CHARTER SCHOOLS

LCAP

Local Control Accountability Plan

MID-YEAR REPORT
2024-2025

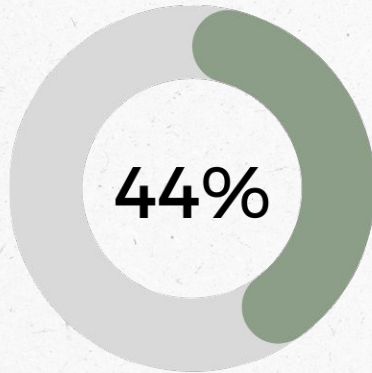


What is the Local Control Accountability Plan?

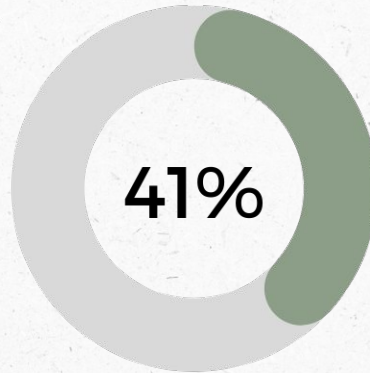
- **Goal Setting**
- **Action Planning**
- **3-Year Cycle**
- **Annual Updates**
- **Educational Partner Feedback**

LCAP Survey Participation Rates

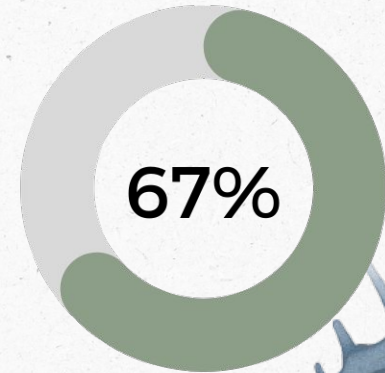
Sage Oak Parents



Sage Oak Students



Sage Oak Teachers & Staff





**Integration of Career,
Community, and Life Skills**



**Refinement of Multi-Tiered
System of Support**



**Enhancement of Math Proficiency
for Students with Disabilities**



**Development of Unified
Articulation Process**



**Enhancing English Learner
Proficiency and Reclassification**

Goal 1

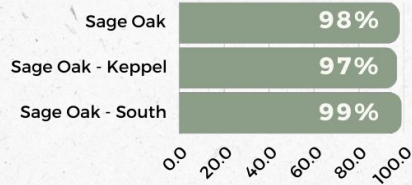
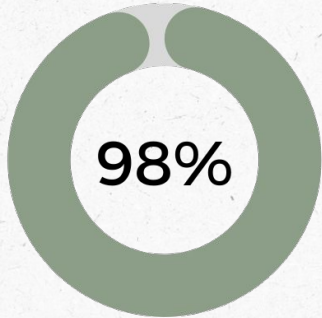
**Improving Academic
Performance and
College and Career
Readiness**



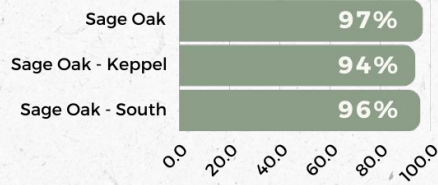
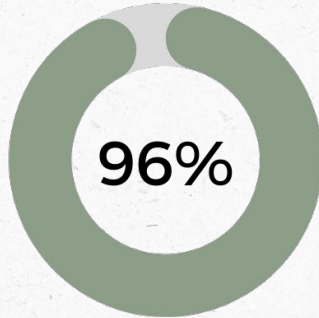
Goal 1: Action 2: Refinement of Multi-Tiered system of Support

Survey Question: Do you believe the curriculum and resources provide a robust, challenging, and well-rounded educational experience across core subjects for your student?

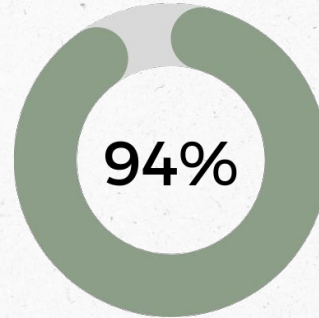
Sage Oak Parents



Sage Oak Students



Sage Oak Teachers & Staff



Goal 1 - Student outcomes: Academic Achievement and College and Career readiness

Completed Actions

✓	Integration of college/career field trips
✓	Computer Science CTE Pathways
✓	Full AVID 9 elective implementation and addition of AVID certification
✓	Hire additional Math and English Language Arts intervention teachers
✓	Expansion of our Middle School program
✓	Add coordinator to support our advanced and gifted students
✓	Increase synchronous classes that align with CTE Pathways 79 ->145

Ongoing Actions

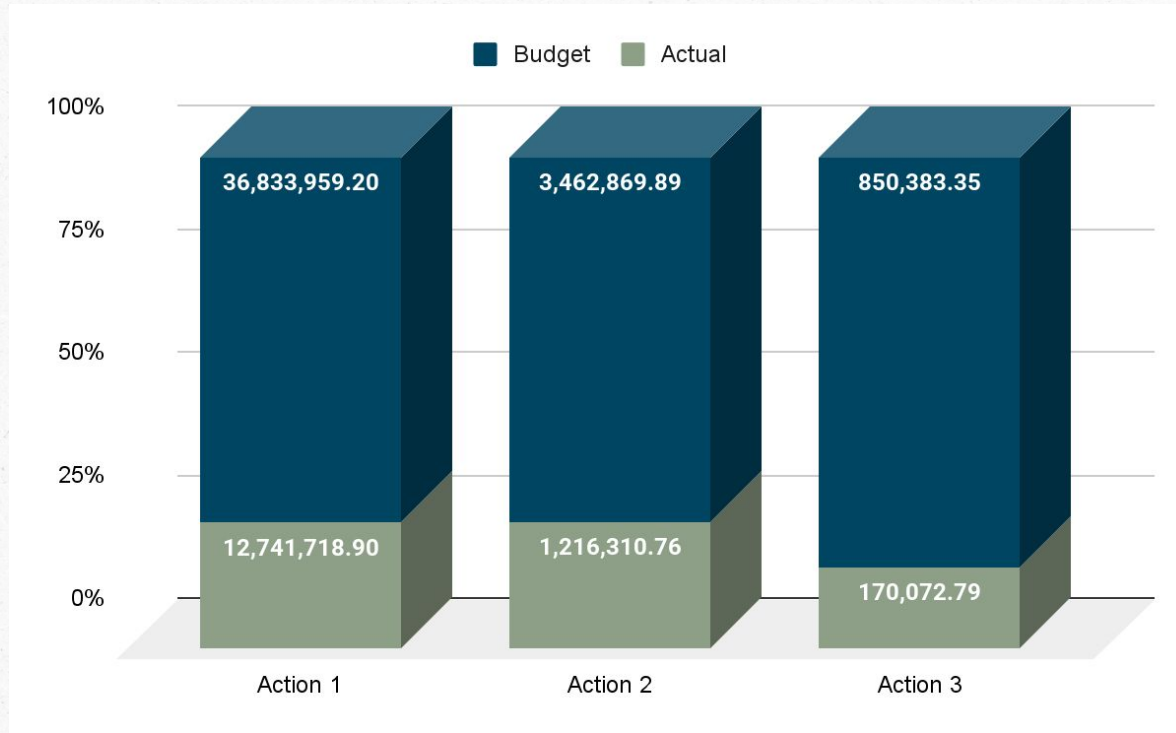
	Professional development: focusing on writing instruction, math intervention practices, and English Learner support
	Focus on key academic standards
	Data-driven mindset among students and staff
	Evaluating math curriculum choices, ensuring rigor
	Developing a comprehensive plan supporting students transitioning through each grade band
	Focus on special programs and supporting all student groups including LTELs (*new)

Goal 1: Action 5 Update

Added Metrics:

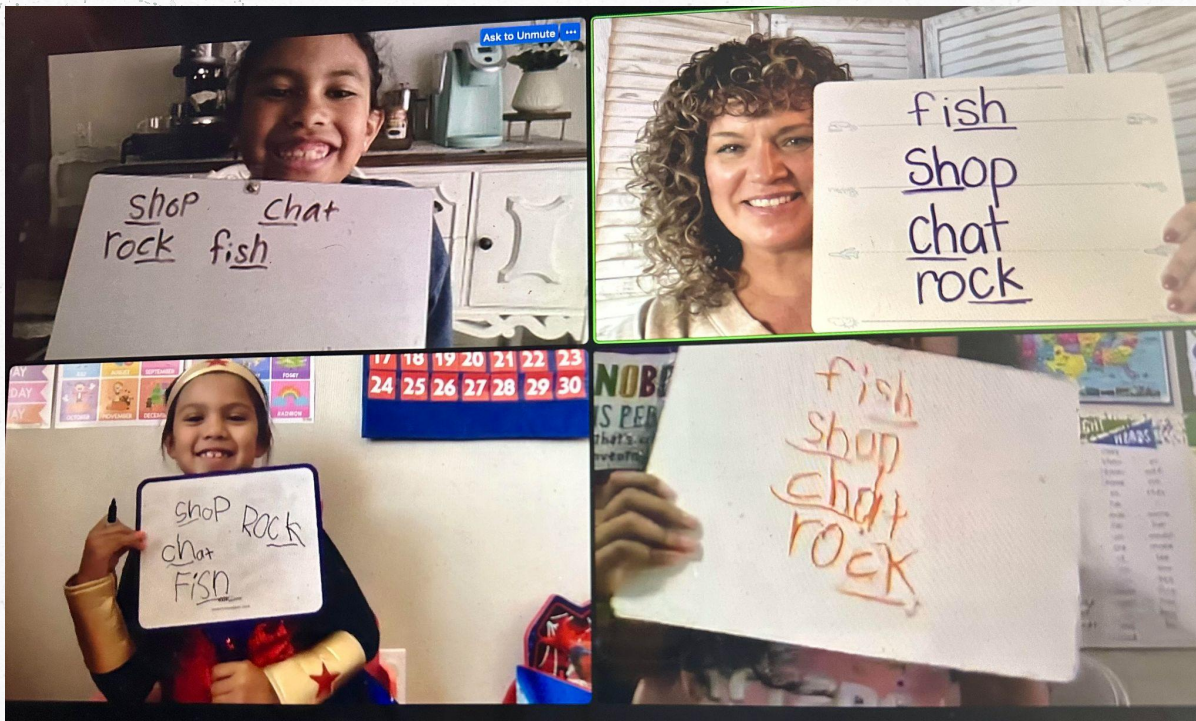
- **Progress Toward English Proficiency:** Increase in the percentage of LTELs making progress toward English proficiency, as measured by the English Language Proficiency Assessments for California (ELPAC) ELPI levels.
- Increased number of professional development opportunities supporting ELD and LTEL instruction.

Goal 1 Fiscal Sage Oak



TOTALS **\$14,128,102.40** **\$41,147,212.40**

What's next for this goal?



Goal 2

Establish an environment that fosters connectedness with students, parents, and staff.



Enhancing Community Connection Opportunities



Development of Professional Growth Pathways



Enhancement of Professional Development for Live Instruction



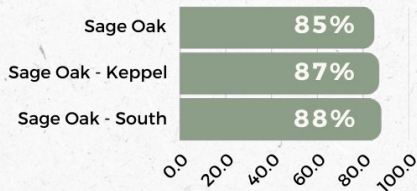
Development of Social and Emotional Support Systems



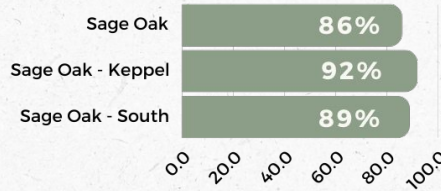
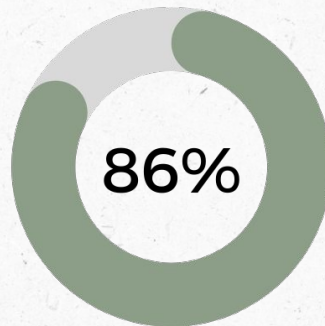
Goal 2: Action 1: Enhancing Community Connection Opportunities

Survey Question: To what extent do you feel Sage Oak effectively provides opportunities for involvement and input?
Can you share a situation where you felt your voice or opinion was considered?

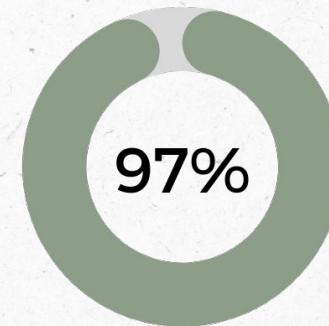
Sage Oak Parents



Sage Oak Students



Sage Oak Teachers & Staff

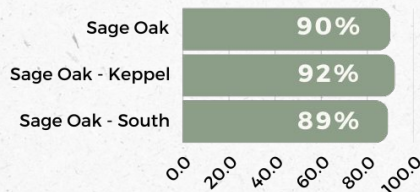




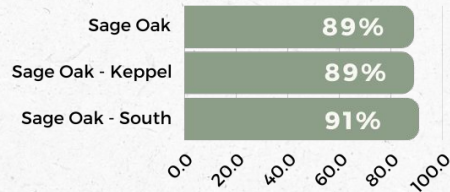
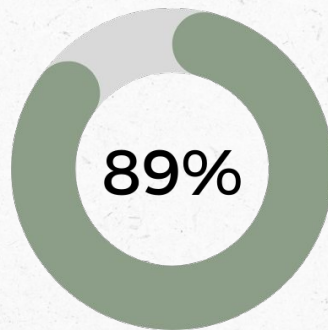
Goal 2: Action 1: Enhancing Community Connection Opportunities

Survey Question: Do you feel connected to the school's mission of empowering students to lead purposeful and productive lives to embrace their unique potential?

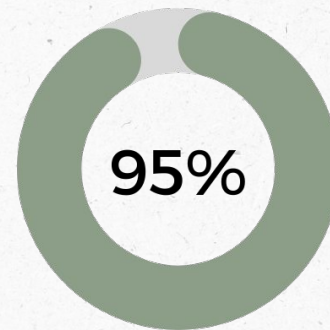
Sage Oak Parents



Sage Oak Students



Sage Oak Teachers & Staff

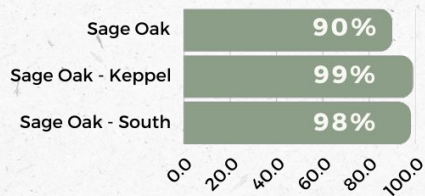
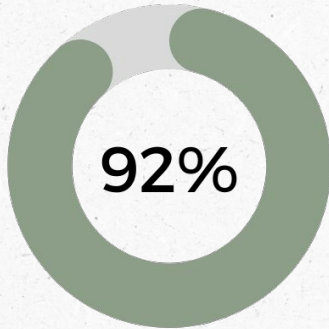




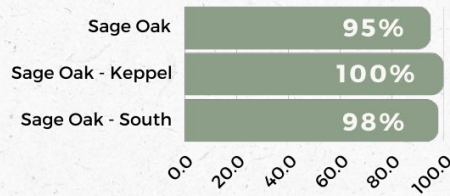
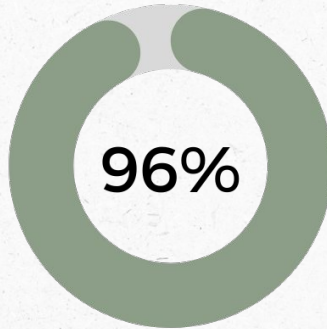
Goal 2: Action 1: Enhancing Community Connection Opportunities

Survey Question: How well do you feel that this school prioritizes safety, value, and respect? Can you provide an example of feeling safe, valued, or respected at Sage Oak?

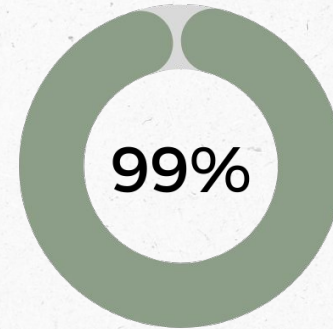
Sage Oak Parents



Sage Oak Students



Sage Oak Teachers & Staff

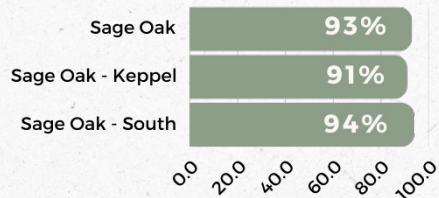
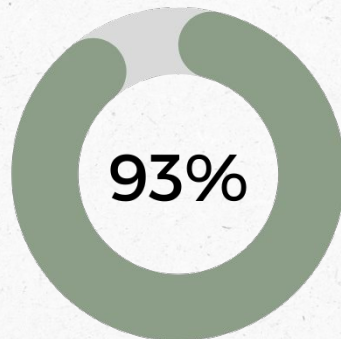




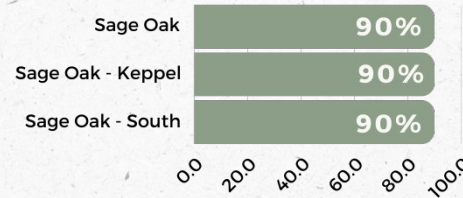
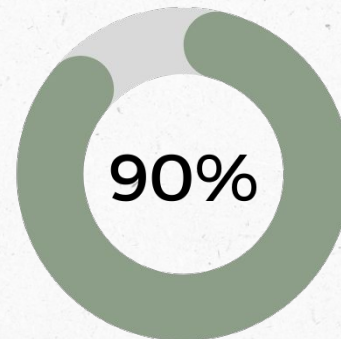
Goal 2: Action 4: Development of Social and Emotional Support Systems

Survey Question: Are you informed about the social/emotional and mental health support resources the school offers for students, and do you believe there is adequate availability of staff for students to speak with when they need support?

Sage Oak Parents



Sage Oak Students



Goal 2 - Engagement: Fostering a supportive and engaging learning environment

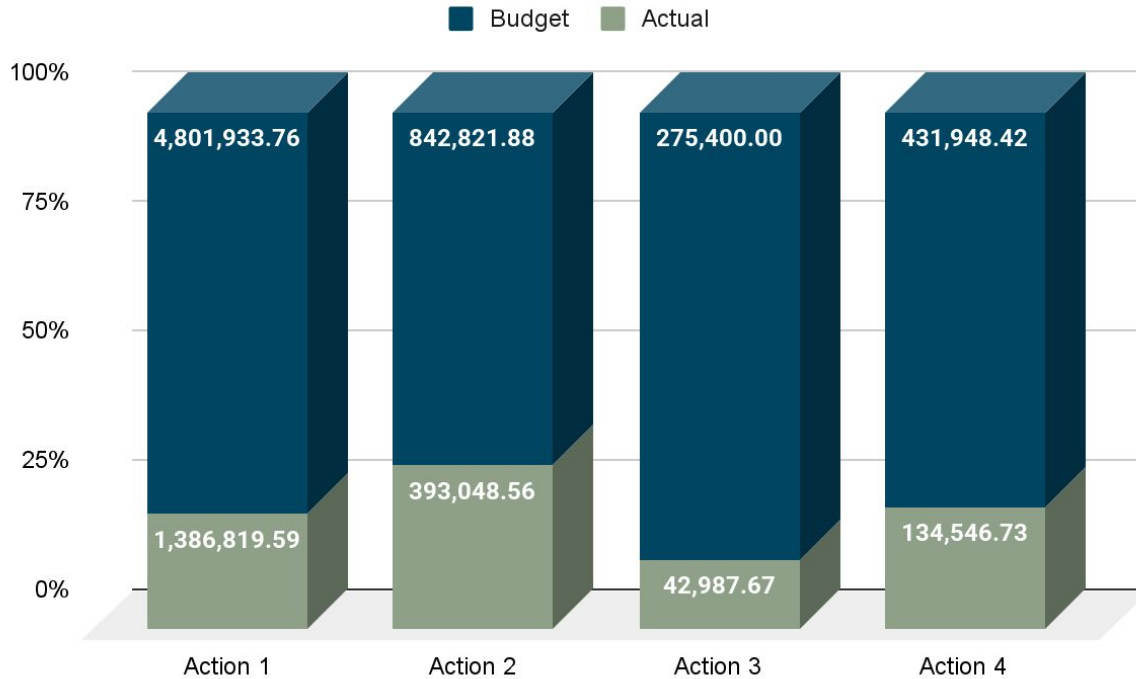
Completed Actions

✓	Increased number of synchronous groups and classes with counselors
✓	Maintaining 100% of credentialed teachers
✓	Develop work anniversary program

Ongoing Actions

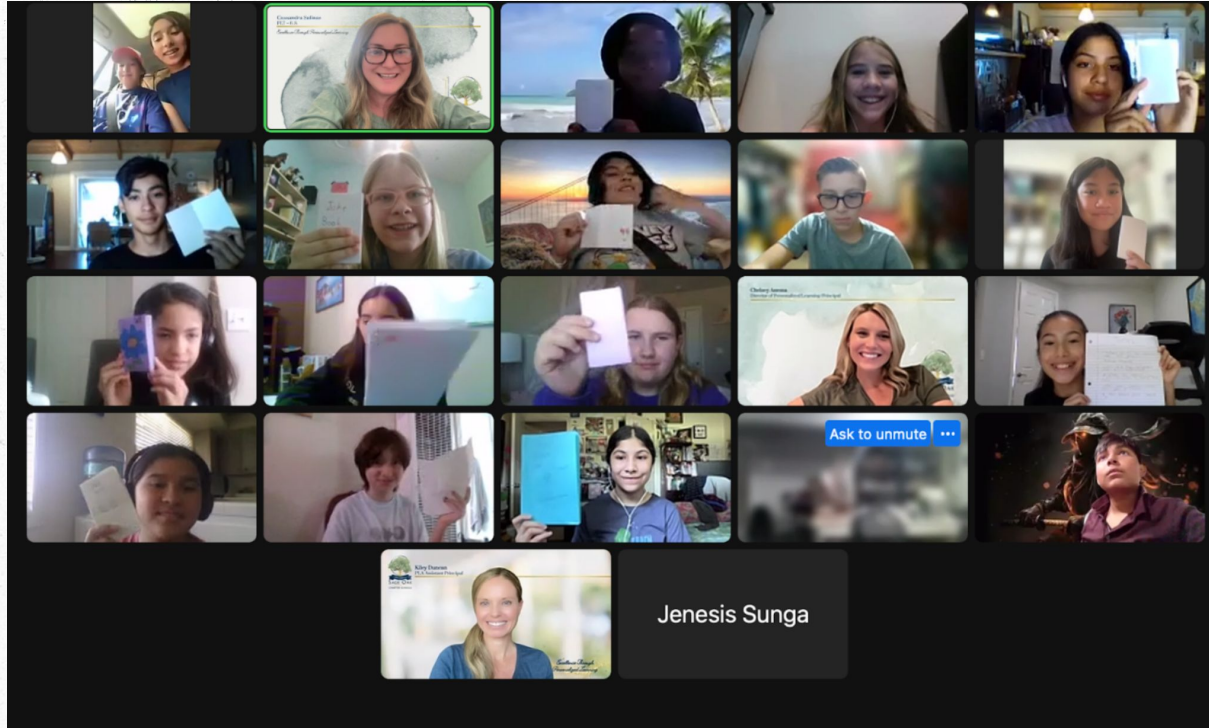
	Professional development opportunities for live instruction
	Maintaining excellence school attendance rates
	Leadership Pathway Academy and retention rates of participating staff
	Maintaining low suspension rates, expulsion rates
	Increase student retention rate
	Continue to prioritize authorizer relationships

Goal 2 Fiscal - Sage Oak



TOTALS Budget: \$1,957,402.55 Actual: \$6,352,104.06

What's next for this goal?



Goal 3

Leveraging Technology and AI for Educational Enhancement



**Technology Optimization for
Enhanced Operations**



**AI-Driven Personalized Learning
Implementation**

Goal 3 - Leveraging Technology and AI for Educational Enhancement

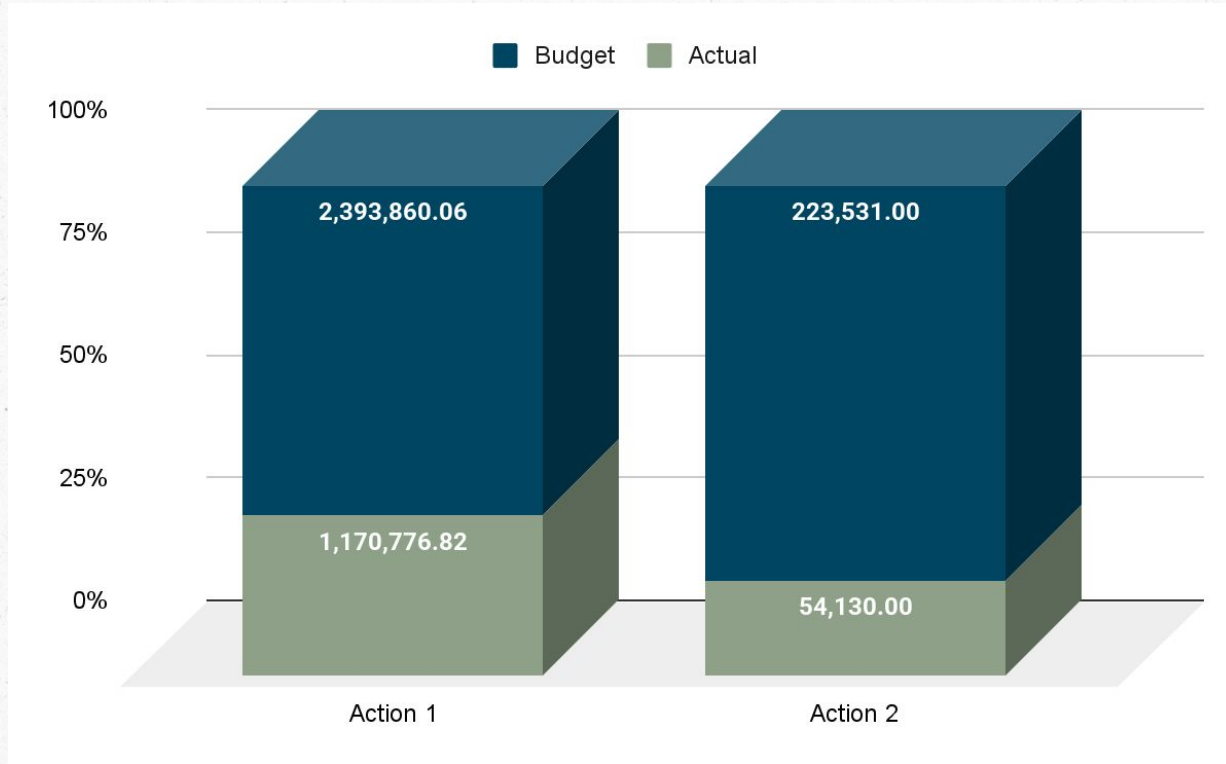
Completed Actions

✓	Total staff to student ratio
✓	Design of various data integration tools
✓	Expand the capabilities of the SageOak AI portal and custom chatbots

Ongoing Actions

	Developing confidence in using AI tools to improve learning outcomes
	Developing technological solutions to work efficiency

Goal 3 Fiscal - Sage Oak



TOTALS **\$1,224,906.82** **\$2,617,391.06**

Powered by BoardOnTrack

What's next for this goal?





Thank you!

Coversheet

Overview of the Governor's Budget

Section: VI. Correspondence/Proposals/Reports
Item: E. Overview of the Governor's Budget
Purpose:
Submitted by:
Related Material: Overview of the Governor's Budget_2.13.2025.pdf



Overview of the Governor's Budget

2025-26 Budget Planning

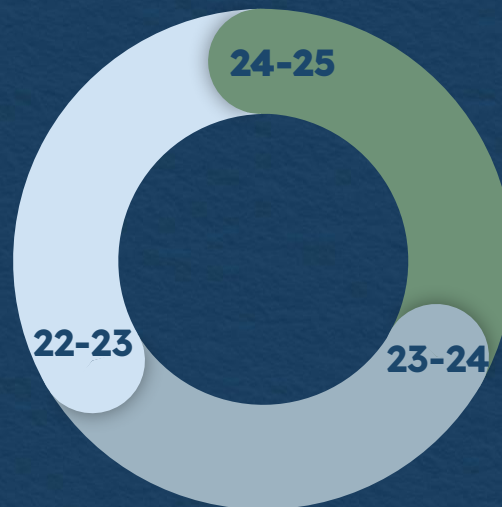
Board of Directors Meeting
February 13, 2025





Annual Budget

Our fiscal budget process is a three-year rotation





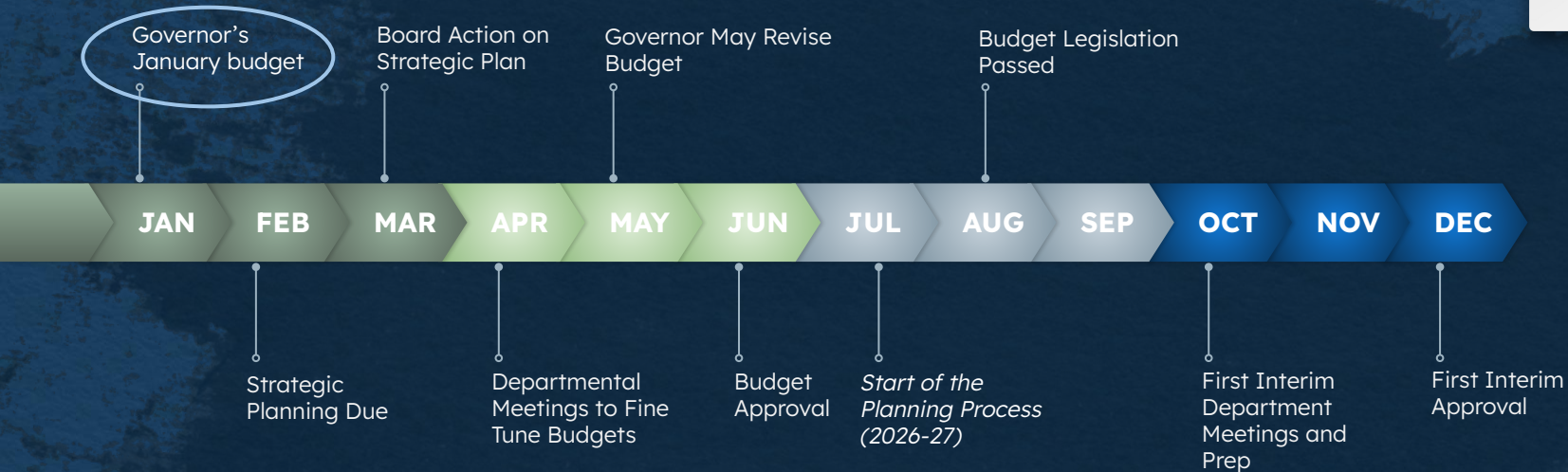
Annual Budget Process



Start of the
Planning Process

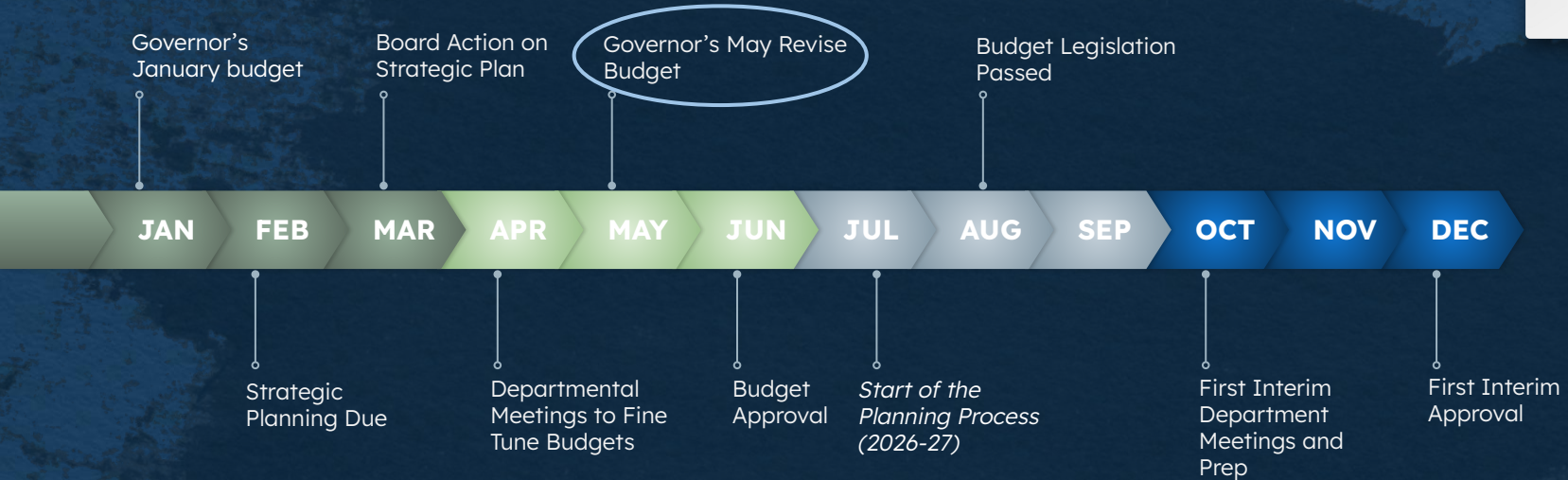


Annual Budget Process



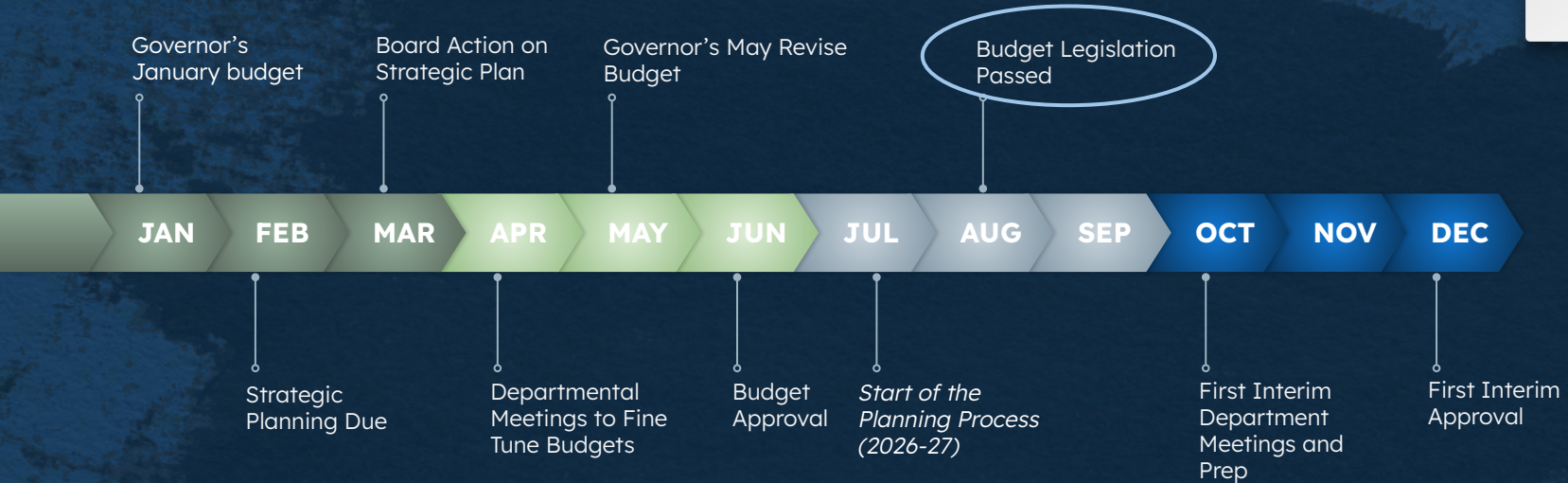


Annual Budget Process





Annual Budget Process



Overview of the Governor's Budget Proposal

“California for all kids”



SAGE OAK
CHARTER SCHOOLS



A change in tone from the Legislative Analyst's Office (LAO) November 28 Report

Nov. 20 LAO	Jan 10 Governor's Proposal
\$2.8B available for new programs after funding COLA	\$7.1B surplus
2.6% COLA projected for 2025-26	2.43% COLA projected for 2025-26



Good News for Education in 2025-26

- The general fund budget is projected to be up \$17B to \$229B in 2025-26
- No cuts to any major programs, with Proposition 98 funding coming in at \$137.1B
 - General fund \$83.3B and \$53.8B of other funds
 - Average per pupil funding \$18,918 general fund and \$24,764 other funds
 - Sage Oak average is estimated to be \$14,250 per pupil as we work on our strategic budget
- Investment of \$376M into the rainy day fund, the Public School System Stabilization Account (PSSSA) for a balance of \$1.5B
 - Triggers reserve caps for non-charter schools



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- A 2.43% Cost of Living Increase (COLA)
- Budgetary deferrals of \$246.6M for TK-12 education are fully repaid in 2025-26
- New one-time grant:
The Student Support and Professional Development Discretionary Block Grant, \$1.8B
- Questionable under allocation of Prop 98 by \$1.6B



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Thank You



SAGE OAK
CHARTER SCHOOLS

Coversheet

Consent - Business Services

Section: VII. Consent Agenda
Item: A. Consent - Business Services
Purpose:
Submitted by:
Related Material: BUS Consent - Business Services_2.13.2025.pdf

SAGE OAK CHARTER SCHOOLS

Regular Meeting of the Board of Directors - February 13, 2025

BUS Consent Items - Business Services

Items listed under Consent are considered routine and will be approved/adopted by a single motion.

1. Item: [Check Register - January 2025](#)
2. Item: [Report of Investment Activity - December 2024](#)
3. Item: Ratification of [The Grand Long Beach Terms and Conditions](#)

Background:

Sage Oak Charter Schools requests the Board ratify The Grand Long Beach terms and conditions to host the 2025-2026 Sage Oak homecoming dance on November 8, 2025. There is no fiscal impact.

Recommendation:

It is recommended the Board ratify The Grand Long Beach terms and conditions as presented.

4. Item: Ratification of [Marriott Riverside at the Convention Center Agreement](#)

Background:

Sage Oak Charter Schools requests the Board ratify the Marriott Riverside at the Convention Center Agreement to host a Leadership team meeting on March 5, 2025. The expense was approved per Sage Oak Charter Schools' Fiscal Policy.

Recommendation:

It is recommended the Board ratify the Marriott Riverside at the Convention Center Agreement as presented.

5. Item: Ratification of [CloudHesive, LLC. Independent Consulting Agreement \(ICA-009581\)](#)

Background:

Sage Oak Charter Schools requests the Board ratify the independent consulting agreement with CloudHesive. This agreement establishes a partnership for integrating School Admin, the Sage Oak student registration system, and School Pathways, the Sage Oak student information system, using an Application Programming Interface (API). The API enables different software systems to communicate seamlessly. By integrating these systems, the API will streamline workflows by automatically transferring new student registrations from School Admin to School Pathways. CloudHesive, acting as an independent contractor, will perform the work primarily remotely from December 19, 2024, to January 24, 2025. The project aims to improve operational efficiency within the Registrar department. The expense was approved per Sage Oak Charter Schools' Fiscal Policy.

Recommendation:

It is recommended the Board ratify the CloudHesive, LLC. Independent Consulting Agreement (ICA-009581) as presented.

6. Item: Ratification of [CloudHesive, LLC. Mutual Non-Disclosure Agreement](#)

Background:

Sage Oak Charter Schools requests the Board ratify the Mutual Non-Disclosure Agreement (NDA) for CloudHesive, LLC. The NDA establishes the terms for protecting confidential and proprietary information exchanged during a project. Effective January 2, 2025, this agreement ensures that

sensitive information remains secure, with confidentiality obligations lasting five years from the date of disclosure. The NDA applies to both parties' operations, with legal jurisdiction in Florida, providing a framework to safeguard trust and collaboration. There is no fiscal impact associated with this agreement.

Recommendation:

It is recommended the Board ratify the CloudHesive, LLC. Mutual Non-Disclosure Agreement as presented.

7. **Item:** Ratification of [Skill Struck Quote](#)

Background:

Sage Oak Charter Schools requests the Board ratify the Skill Struck quote for 40 student licenses to support its high school computer science course. The quote includes teacher tools, customer support, and a professional development session. Effective January 1, 2025, to June 30, 2025, this quote ensures students can complete assignments and allows teachers to monitor progress. The expense was approved per Sage Oak Charter Schools' Fiscal Policy.

Recommendation:

It is recommended the Board ratify the Skill Struck Quote as presented.

8. **Item:** Ratification of [DoubleTree by Hilton Claremont Banquet Event Order #5245](#)

Background:

Sage Oak Charter Schools requests the Board ratify the DoubleTree by Hilton Claremont Banquet Event Order to provide audio-visual support for the Personalized Learning Academy Regional Mentor's meeting on January 30-31, 2025. The expense was approved on June 20, 2024, as part of the 2024-2025 Adopted Budget.

Recommendation:

It is recommended the Board ratify the DoubleTree by Hilton Claremont Banquet Event Order #5245 as presented.

9. **Item:** Ratification of [Rancho Simi Recreation and Park District Facility Use Permit](#)

Background:

Sage Oak Charter Schools requests the Board ratify the Rancho Simi Recreation and Park District Facility Use Permit to host Professional Learning Community (PLC) events for the Los Angeles Region on February 19, 2025, and May 7, 2025. The expense was approved on June 20, 2024, as part of the 2024-2025 Adopted Budget.

Recommendation:

It is recommended the Board ratify the Rancho Simi Recreation and Park District Facility Use Permit as presented.

10. **Item:** Ratification of [Leonard and Company, Inc. Contract](#)

Background:

Sage Oak Charter Schools requests the Board ratify the Leonard and Company, Inc. Contract to provide an outdoor advertising digital sign of our current open positions to support the recruitment efforts during peak hiring season for the 2025-2026 school year. The expense was approved per Sage Oak Charter Schools' Fiscal Policy.

Recommendation:

It is recommended the Board ratify the Leonard and Company, Inc. Contract as presented.

11. Item: Ratification of [Fullerton Free Church Facilities Use Agreement](#)

Background:

Sage Oak Charter Schools requests the Board ratify the Fullerton Free Church Facilities Use Agreement to host the end-of-year social and promotion ceremony for the Personalized Learning Academy, Fullerton Region, on June 6, 2025. The expense was approved on June 20, 2024, as part of the 2024-2025 Adopted Budget.

Recommendation:

It is recommended the Board ratify the Fullerton Free Church Facilities Use Agreement as presented.

Coversheet

Consent - Education Services

Section: VII. Consent Agenda
Item: B. Consent - Education Services
Purpose:
Submitted by:
Related Material: BUS Consent - Education Services_2.13.2025.pdf

SAGE OAK CHARTER SCHOOLS

Regular Meeting of the Board of Directors - February 13, 2025

BUS Consent Items - Education Services

Items listed under Consent are considered routine and will be approved/adopted by a single motion.

1. Item: Ratification of [LanguageBird Inc. Service Agreement](#)

Background:

Sage Oak Charter Schools requests the Board ratify the LanguageBird Inc. Service Agreement, a community provider. LanguageBird Inc. provides foreign language courses for high school students. The expense is budgeted in student instructional funds; therefore, there will be no additional fiscal impact.

Recommendation:

It is recommended the Board ratify the LanguageBird Inc. Service Agreement as presented.

Coversheet

Consent - Human Resources

Section: VII. Consent Agenda
Item: C. Consent - Human Resources
Purpose:
Submitted by:
Related Material: BUS Consent - Human Resources_2.13.2025.pdf

SAGE OAK CHARTER SCHOOLS

Regular Meeting of the Board of Directors - February 13, 2025

BUS Consent Items - Human Resources

Items listed under Consent are considered routine and will be approved/adopted by a single motion.

1. **Item: Approval of Certificated Personnel Report**
2. **Item: Approval of Classified Personnel Report**
3. **Item: Approval of Job Descriptions**

Background:

Job descriptions are critical to the successful personnel operations of the school. They provide structure in areas such as recruitment, onboarding, determining reasonable accommodations, performance evaluation, succession planning, staff development, and compensation analysis. Job descriptions are routinely revised to remove antiquated wording, reflect the current duties of the positions, and align the minimum qualifications, knowledge, and abilities to the duties. New job descriptions are developed based on the school's staffing plans and identified support needs.

New:

[Human Resources Clerk](#)
[Library and Logistics Specialist](#)
[Senior Specialist, Employee Relations](#)
[Senior Administrator, Information Technology](#)
[Teacher Trainee](#)

Revised:

[Accounting Manager](#)
[Accounting Specialist](#)
[Accounts Payable Specialist](#)
[Bilingual Paraprofessional \(MTSS\)](#)
[Bilingual Paraprofessional SPED](#)
[Business Services Manager](#)
[College Student Instructor](#)
[Community Provider Services Technician](#)
[Compliance Support](#)
[Curriculum Inputter](#)
[Educational Purchase Order Approver](#)
[Education Services Clerk](#)
[ESY - Special Education Teacher \(Moderate/Severe\)](#)
[ESY - Behavior Specialist](#)
[ESY - Special Education Teacher \(Mild/Moderate\)](#)
[ESY - Occupational Therapist](#)
[ESY - Speech and Language Pathologist](#)
[Finance and Budget Manager](#)
[Hiring Support](#)
[Human Resources Operations Specialist](#)
[Human Resources Technician](#)
[Itinerant Deaf and Hard of Hearing Teacher](#)
[Master Agreement Signer Stipend](#)
[Operations and Accountability Clerk](#)
[Operations and Accountability Technician](#)
[Paraprofessional \(VLA\)](#)

[Paraprofessional \(MTSS\)](#)
[Parent Support Clerk](#)
[Payroll Manager](#)
[Purchasing and Order Support Manager](#)
[Purchasing and Order Support Specialist](#)
[Registrar Clerk](#)
[Registrar Technician](#)
[Sage Stage Support](#)
[School Social Worker](#)
[Senior Administrative Assistant, Special Education](#)
[Senior Administrator, Oakschool](#)
[Senior Manager, Finance and Budget](#)
[Senior Specialist, Accounting](#)
[Senior Specialist, Human Resources Operations](#)
[Senior Specialist, Purchasing and Order Support](#)
[Senior Specialist, Special Education](#)
[Senior Specialist, Student Information and Reporting](#)
[Software Application Clerk](#)
[Software Application Specialist](#)
[Special Education Service Manager](#)
[Special Education Specialist](#)
[Student Services Clerk](#)
[Substitute General Education Teacher](#)
[Substitute Mild/Moderate Special Education Teacher](#)
[Substitute Moderate/Severe Special Education Teacher](#)
[Substitute Oak School Teacher](#)
[Summer Intervention Support](#)
[Summer School Supervisor](#)
[Summer School Support](#)

Recommendation:

It is recommended the Board approve the job description(s) and revisions as presented.

4. **Item:** Approval of [Sage Oak Charter Schools Comprehensive School Safety Plan \(CSSP\) Revisions](#)

Background:

The Sage Oak Charter Schools Comprehensive School Safety Plan has been updated to reflect several key changes. The "Test Sites" section has been removed, as all testing is now conducted remotely online. Job titles have been updated to align with recent organizational changes, and new language confirms compliance with Cal/OSHA's heat and illness prevention regulations. The Superintendent has been granted flexibility to adjust fingerprinting timelines in emergencies while maintaining compliance. Additional updates include revised contact information for mandated reporter responsibilities and improved clarity in various policies.

Recommendation:

It is recommended the Board approve the Sage Oak Charter Schools Comprehensive School Safety Plan (CSSP) revisions as presented.

5. **Item:** Approval of [Sage Oak Charter Schools Injury and Illness Prevention Plan Revisions](#)

Background:

The Sage Oak Charter Schools Injury and Illness Prevention Plan has been updated to align with the latest Cal/OSHA provisions and to improve clarity. The most notable revision involves the COVID-19

Prevention Procedures section. Cal/OSHA now allows less restrictive exclusion protocols for COVID-19 cases, and we have updated our plan accordingly to ensure compliance.

Recommendation:

It is recommended the Board approve the Sage Oak Charter Schools Injury and Illness Prevention Plan revisions as presented.

Coversheet

(Action) Approval of 2025-2026 Sage Oak Charter Schools Board Meeting Calendar

Section: VIII. Board Governance
Item: A. (Action) Approval of 2025-2026 Sage Oak Charter Schools Board Meeting Calendar
Purpose: Vote
Submitted by:
Related Material: 2025-2026 Sage Oak Charter Schools Board Meeting Calendar_2.13.2025.pdf



2025-2026 Board Meeting Calendar

Meeting Date
August 14, 2025 Agenda Study Session
September 11, 2025 Agenda Regular Board Meeting
October 9, 2025 Agenda Regular Board Meeting
November 13, 2025 Study Session
December 11, 2025 - Organizational Meeting Regular Board Meeting
January 8, 2026 Regular Board Meeting
February 12, 2026 Regular Board Meeting
March 12, 2026 Regular Board Meeting
April 9, 2026 Study Session
May 14, 2026 Regular Board Meeting
June 11, 2026 Regular Board Meeting
June 18, 2026 Regular Board Meeting

Board Approved: PENDING

Coversheet

(Action) Approval to Increase Recognized Teaching Experience for Salary Placement

Section: IX. Human Resources
Item: A. (Action) Approval to Increase Recognized Teaching Experience for Salary Placement
Purpose: Vote
Submitted by:

BACKGROUND:

Currently, Sage Oak recognizes a maximum of five years of prior teaching experience for salary placement for all teaching staff. We are requesting Board approval to increase this limit to ten years, effective for the 2025-2026 school year. Expanding the recognition of prior experience will strengthen our ability to recruit and retain highly qualified teachers with valuable expertise in serving students, making the schools more competitive in attracting top talent. If approved, the school will review salary placements for existing staff alongside newly hired teachers to ensure equitable implementation.

RECOMMENDATION:

It is recommended the Board approve the increase to recognize up to 10 years of teaching experience for salary placement, effective for the 2025-2026 school year, for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).