

Sage Oak Charter Schools

Board of Directors Study Session

Published on August 8, 2025 at 1:25 PM PDT

Date and Time

Thursday August 14, 2025 at 11:25 AM PDT

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: 92966021630 Passcode: 288044

(US) +1 346-248-7799

Passcode: 288044

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.

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Agend	ua						
			Purpose	Presenter	Time		
I.	Оре	ening Items			11:25 AM		
	A.	Call the Meeting to Order		Board President	1 m		
	В.	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.	Ple	dge of Allegiance			11:27 AM		
	A.	Led by Board President or designee		Board President	1 m		
III.	Apı	prove/Adopt Agenda			11:28 AM		
	A.	(Action) Approval of Agenda for August 14, 2025 Board of Directors Study Session	Vote	Board President	1 m		
		It is recommended the Board approve the agenda for the August 14, 2025, Board of Directors Study Session as presented for Sage Oak Charter School (#1885), Sage					

Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051).

					Purpose	Presenter	Time	
		Roll Call Vote:						
		William Hall						
		Michael Humph	rey					
		Steve Fraire						
		Susan Houle						
		Peter Matz						
		Moved by	Seconded by	Ayes	Nays	Absent		
IV.	Арі	prove Minutes					11:29 AM	
	A.	` ,	al of Minutes for Jun g of the Board of Dire		Approve Minutes	Board President	1 m	
		Meeting of the E	Board of Directors as	presented for	or Sage Oak (ne 12, 2025, Regular Charter School (#1885), earter School - South		
		Roll Call Vote:						
		William Hall						
		Michael Humph	rey					
		Steve Fraire						
		Susan Houle						
		Peter Matz						
		Moved by	Seconded by	Ayes	Nays	Absent		
	В.	, , , , ,	al of Minutes for Jun g of the Board of Dire		Approve Minutes	Board President	1 m	
		It is recommended the Board approve the minutes from the June 18, 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 Humph	rey					
		Steve Fraire						
		Susan Houle						

					Purpose	Presenter	Time
		Peter Matz					
			Seconded by	Ayes	Nays	Absent	
٧.	Publ	ic Comment -	Closed Session				
	The	public has a rig	ht to comment on any	items of the	Closed Sess	ion agenda. Members	
			•	•		the Board's jurisdiction	
	unae	er the section Pt	ublic Comments/Reco	ignition/Repo	iπs.		
VI.	Adjo	ourn to Closed	Session				11:31 AM
		The Board Will the Closed Ses	Consider and May Adsion Matters	ct on Any of	Vote	Board President	1 m
		Roll Call Vote: William Hall					
		Michael Humph Steve Fraire	nrey				
		Susan Houle					
		Peter Matz					
		Moved by	Seconded by	Ayes	Nays	Absent	
VII.	Clos	ed Session					11:32 AM
	A.	Closed Session	n Agenda				10 m
		1. Public Emp	loyee Appointment				
		•	ection 54957(b)(1).)				
		Title: Superin	tendent Designee				
VIII.	Reco	onvene Regula	r Meeting				11:42 AM
	A.	Report Out Any	Action Taken in Clos	sed Session		Board President	1 m
X.	Publ	ic Comments/	Recognition/Reports	3			
					•	he chat feature on the	
	•		·		_	number that you wish	
			ne agenda item being e to be allotted to anv			nore than twenty (20)	
		(3)	uily	() 5 6 6 6			

Purpose Presenter Time

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.

Human Resources X. 11:43 AM A. (Action) Approval of 2025-26 Vote Krista Woodgrift 1 m Superintendent/CEO Evaluation Timeline and Plan It is recommended the Board approve the 2025-26 Superintendent/CEO Evaluation Timeline and Plan as presented for Sage Oak Charter School (#1885), Sage Oak Charter School - Keppel (#1886), and Sage Oak Charter School - South (#2051). Fiscal Impact: N/A Roll Call Vote: William Hall Michael Humphrey Steve Fraire Susan Houle Peter Matz

XI.	Oral Presentations						
	A.	Annual Board of Directors' Self-Evaluation	Board President	10 m			
	В.	Sage Oak Charter Schools Strategic Plan 2025- 26	Krista Woodgrift	20 m			
	C.	Al Master Plan	Brad Bookser	30 m			
		Brad Bookser, Director of Information Technology					

Moved by _____ Seconded by ____ Ayes ____ Nays ____ Absent _

XII. Calendar

The next scheduled meeting will be a Regular Meeting of the Board of Directors held on September 11, 2025.

Traci King, Director of Secondary Education/Principal

					Purpose	Presenter	Time
XIII.	Clo	sing Items					12:44 PM
	A.	Adjourn Meeting)		Vote	Board President	1 m
		Roll Call Vote:					
		William Hall					
		Michael Humphi	rey				
		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 June 12, 2025 Regular Meeting of the Board of Directors

Section: IV. Approve Minutes

Item: A. (Action) Approval of Minutes for June 12, 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 June 12, 2025



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday June 12, 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: 91736013228 Passcode: 679101

(US) +1 301-715-8592 Passcode: 679101

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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.

Directors Present

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

Directors Absent

None

Guests Present

B. Bookser, C. Coffey, E. Horta, K. Woodgrift, L. Snee, T. O'Brien

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 Jun 12, 2025 at 9:00 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 June 12, 2025 Regular Meeting of the Board of Directors

- M. Humphrey made a motion to W. Hall, Board President, to approve the agenda as presented for the June 12, 2025, Regular Meeting of the Board of Directors.
- S. Houle seconded the motion.

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

IV. Approve Minutes

A. (Action) Approval of Minutes for May 8, 2025 Regular Meeting of the Board of Directors

P. Matz made a motion to W. Hall, Board President, to approve the minutes as presented from the Regular Meeting of the Board of Directors on 05-08-25.

M. Humphrey seconded the motion.

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

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. Fraire made a motion to W. Hall, Board President, to adjourn to Closed Session at 9:01 a.m.
- S. Houle seconded the motion.

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

VII. Closed Session

A. Closed Session Agenda

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Gov. Code Section 54956.9(d)(2).) CDE No. S-0902-24/25

2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

(Gov. Code Section 54956.9(d)(2)) [One matter]

3. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

(Gov. Code Section 54956.9(d)(1).) OAH Case No. 2025040083

VIII. Reconvene Regular Meeting

A. Report Out Any Action Taken in Closed Session

The Regular Meeting of the Board of Directors reconvened at 9:18 a.m. W. Hall, Board President, reported that no action was taken in Closed Session.

IX. Public Comments/Recognition/Reports

A. Public Comment

There was no request for public comment.

X. Correspondence/Proposals/Reports

A. 2024-2025 School Year in Review

Krista Woodgrift, Superintendent & CEO, presented the 2024-2025 school year highlights.

B. Sage Oak Charter Schools Leadership Honorees

Krista Woodgrift, Superintendent & CEO, recognized leadership honorees Brenda Ramirez, ASB & Student Success Support, and Candice Coffey, Assistant Superintendent of Human Resources, expressing gratitude for their contributions to Sage Oak Charter Schools and wishing them well.

C. CliftonLarsonAllen LLP (CLA) Governance Entrance Letter

Tim O'Brien, Assistant Superintendent of Business Services, reviewed the Governance Entrance Letter from CliftonLarsonAllen LLP (CLA).

XI. Consent Agenda

A. Consent - Business Services

- 1. Check Register May 2025
- 2. Report of Investment Activity April 2025
- 3. Ratification of Victorville Chevrolet Cadillac Sale Contracts
- Ratification of School Pathways Quote Form with Sage Oak Charter Schools (Renewal)
- 5. Ratification of School Pathways Quote Form, SOW #19581
- 6. Ratification of School Pathways Quote Form, SOW #20274
- 7. Ratification of Total Technology Quote No. D22238
- 8. Ratification of City of Redlands Park Reservation QPR-2364
- 9. Ratification of Tech & Mortar, LLC Statement of Work (Renewal)
- 10. Ratification of Hyatt Place Riverside/Downtown Group Sales Agreement
- 11. Ratification of School Services of California, Inc. Contract (Renewal)
- 12. Ratification of KnowBe4 Quote #Q-1281734 (Renewal)
- 13. Ratification of Pepper & Olive Letter of Agreement
- 14. Ratification of BEC Industrial Estimate #SAGEOA-050925
- 15. Ratification of Fullerton Parks & Recreation Permit #16377
- 16. Ratification of Opichi LLC Agreement
- 17. Ratification of Newfront Property & Casualty Insurance Policy Renewals
- 18. Ratification of Tech to School Buyback Quote

- 19. Ratification of Courtyard by Marriott Event Sales Agreement
- 20. Ratification of Raymond Intralogistics Solutions West Proposal

B. Consent - Education Services

- 1. Approval of Sage Oak Charter Schools Parent and Student Handbook
- Approval of 2025-2026 Sage Oak Charter Schools Title 1 School-Parent/Guardian Compact
- 3. Approval of 2025-2026 Sacramento One-Day Field Trip, Grades 8-12
- 4. Approval of 2025-2026 Boston/Philadelphia Overnight Field Trip, Grades 9-12
- 5. Ratification of Instructure, Inc. Order Form, Canvas (Renewal)
- 6. Ratification of Instructure, Inc. Order Form, Mastery Connect (Renewal)
- 7. Ratification of Renaissance Learning, Inc., Quotes #Q-187725 & #Q-197048 (Renewal)

C. Consent - Human Resources

- 1. Approval of Certificated Personnel Report
- 2. Approval of Classified Personnel Report
- 3. Approval of Job Descriptions
- 4. Approval of 2025-2026 Sage Oak Charter Schools Employee Handbook Revisions
- Approval of Sage Oak Charter Schools Comprehensive School Safety Plan (CSSP) Revisions
- 6. Approval of 2025-2026 11-Month Certificated Employee Work Year Calendars

D. Consent - Policy Development

1. Approval of Changes to Existing Board Policies Revised/Reviewed/Rescinded

1000 Series- Community Relations

1020-SO Field Trip Policy

1025-SO Uniform Complaint Policy

1035-SO Access to Public Records Policy

3000 Series- Business/Non-Instructional

3010-SO Fiscal Control Policy and Procedures

3015-SO Investment Policy

3150-SO Authorization to Hire Policy (Rescinded)

5000 Series- Student Services

5065-SO Enrollment Policy

5090-SO Harassment, Intimidation, Discrimination, and Bullying Policy

5120-SO Transitional Kindergarten/Kindergarten Enrollment Policy (Rescinded)

6000 Series-Instruction

- 6005-SO Parent and Family Engagement Policy
- 6010-SO Independent Study Policy
- 6015-SO Comprehensive Sexual Health Education Policy
- 6025-SO Section 504 Policy
- 6030-SO Education for Foster and Mobile Youth Policy
- 6035-SO Mathematics Placement Policy
- 6040-SO Assessment Policy
- 6075-SO Special Education Certificate of Completion
- 6095-SO Repeated Courses Policy
- 6115-SO Attendance, Support, and Involuntary Disenrollment Policy
- 6120-SO Meeting Policy
- 6125-SO Report Card Policy
- 6150-SO Intervention Policy

E. (Action) Approval of Consent Agenda

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.

- M. Humphrey 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** unanimously to approve the motion.

XII. Business Services

A. (Action) Approval of Proposition 28 Arts and Music in Schools Funding, 2024-2025 Annual Reports for Sage Oak Charter Schools

- P. Matz made a motion to W. Hall, Board President, to approve the Proposition 28 Arts & Music in Schools Funding, 2024-2025 Annual Reports for Sage Oak Charter Schools as presented.
- S. Fraire seconded the motion.

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

B. (Action) Approval of Expenditure Plan for the Arts, Music, & Instructional Materials Block Grant (AMIM)

- M. Humphrey made a motion to W. Hall, Board President, to approve the expenditure plan for the Arts, Music, & Instructional Materials (AMIM) Block Grant as presented.
- S. Houle seconded the motion.

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

C. (Action) Approval of Sage Intacct Multi-Year Proposal (Renewal)

- P. Matz made a motion to W. Hall, Board President, to approve the Sage Intacct multiyear proposal (renewal), as presented.
- S. Fraire seconded the motion.

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

D. (Action) Approval of 2025–2026 Consolidated Application and Reporting System (CARS)

S. Houle made a motion to W. Hall, Board President, to approve the 2025-2026 Consolidated Application & Reporting System (CARS) data submission as presented. M. Humphrey seconded the motion.

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

E. (Action) Approval of Settlement Agreement (Lares v. The Collaborative Charter Services Organization, et al.)

- M. Humphrey made a motion to W. Hall, Board President, to approve the settlement agreement (Lares v. The Collaborative Charter Services Organization, et al.) as presented.
- S. Fraire seconded the motion.

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

XIII. Human Resources

A. (Action) Approval of 2025-2026 Certificated Educator Salary Schedule Revisions

- S. Houle made a motion to W. Hall, Board President, to approve the 2025-2026 Certificated Educator Salary Schedule revisions as presented.
- P. Matz seconded the motion.

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

XIV. Operations and Accountability

A. (Action) Approval of 2025-2026 Sage Oak Charter Schools English Learner (EL) Master Plan, Presented by Lorinda Loughlin, Assessment Coordinator

- S. Houle made a motion to W. Hall, Board President, to approve the 2025-2026 Sage Oak Charter Schools English Learner (EL) Master Plan as presented.
- S. Fraire seconded the motion.

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

XV. Policy Development

A. (Action) Approval of New 3155-SO Scholarship Program Policy

S. Houle made a motion to W. Hall, Board President, to approve the new 3155-SO Scholarship Program Policy as presented.

M. Humphrey seconded the motion.

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

XVI. Public Hearing

A. (Hearing) 2025-2026 Local Control and Accountability Plans (LCAP) and Local Performance Indicator Self-Reflection Reports, Presented by Jodi Cope, Director of Operations & Accountability

A Public Hearing was conducted regarding the 2025-2026 Local Control and Accountability Plans (LCAPs) for Sage Oak Charter Schools.

Jodi Cope, Director of Operations & Accountability, presented the 2025-2026 LCAPs, which included the Federal Addendums. She also presented the Local Performance Indicators.

There was no request for public comment.

Hearing Opened: 10:00 a.m. Hearing Closed: 10:16 a.m.

B. (Hearing) 2025-2026 Proposed July Budget - Sage Oak Charter Schools

A Public Hearing was conducted regarding the 2025-2026 Proposed July Budget for Sage Oak Charter Schools.

Tim O'Brien, Assistant Superintendent of Business Services, presented the 2025-2026 Proposed July Budget.

There was no request for public comment.

Hearing Opened: 10:17 a.m. Hearing Closed: 10:31 a.m.

XVII. Calendar

A. Future Meetings

The next scheduled meeting will be a Regular Board of Directors Meeting held on June 18, 2025.

XVIII. Comments

A. Board Comments

The Board commended the Sage Oak team for their leadership, collaboration, and dedication. They highlighted the school's continued focus on student achievement and its

commitment to high-quality programs. Candice Coffey and Brenda Ramirez were honored for their years of service. The Board recognized Tim O'Brien and the administrative team for strong financial leadership and thoughtful innovation, including Al integration and a positive reputation with auditors. They expressed pride in Sage Oak's mission-driven work and look forward to continued success.

B. Superintendent Comments

Superintendent Woodgrift honored the Board for their service and consistency over the past 10 years, recognizing their collective 195 years of educational experience. She thanked them sincerely for their leadership, support, and the positive impact they have had on Sage Oak's development.

XIX. Closing Items

A. Adjourn Meeting

- S. Fraire made a motion to W. Hall, Board President, to adjourn the Regular Meeting of the Board of Directors on June 12, 2025.
- S. Houle seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:40 AM.

Respectfully Submitted, W. Hall

Documents used during the meeting

- Sage Oak Highlights May 2025.pdf
- Sage Oak Charter Schools Leadership Honorees_6.12.2025.pdf
- CliftonLarsonAllen LLP (CLA) Governance Entrance Letter 6.12.2025.pdf
- BUS Consent Business Services 6.12.2025.pdf
- BUS Consent Education Services_6.12.2025.pdf
- BUS Consent Human Resources_6.12.2025.pdf
- BUS Consent Policy Development_6.12.2025.pdf
- Proposition 28 Arts & Music in Schools Funding, 2024-2025 Annual Report_Sage Oak Charter School #1885_6.12.2025.pdf
- Proposition 28 Arts & Music in Schools Funding, 2024-2025 Annual Report_Sage Oak Charter School - Keppel #1886_6.12.2025.pdf
- Proposition 28 Arts & Music in Schools Funding, 2024-2025 Annual Report_Sage Oak Charter School - South #2051 6.12.2025.pdf

- Expenditure Plan for the Arts, Music, & Instructional Materials Block Grant (AMIM) 6.12.2025.pdf
- Sage Intacct Multi-Year Proposal_6.12.2025.pdf
- CARS 2025-2026 Application & Certification_Sage Oak Charter School #1885_6.12.2025.pdf
- CARS 2025-2026 Appllication & Certifications_Sage Oak Charter School Keppel #1886 6.12.2025.pdf
- CARS 2025-2026 Application & Certifications_Sage Oak Charter School South #2051_6.12.2025.pdf
- 2025-2026 Sage Oak Charter Schools Certificated Educator Salary Schedule Revisions 6.12.2025.pdf
- 2025-2026 Sage Oak Charter Schools Certificated Educator Salary Schedule Pending Approval 6.12.2025.pdf
- 2025-2026 Sage Oak Charter Schools EL Master Plan_Presentation_6.12.2025.pdf
- 2025-2026 Sage Oak Charter Schools EL Master Plan_Summary of Changes_6.12.2025.pdf
- 2025-2026 Sage Oak Charter Schools EL Master Plan_6.12.2025.pdf
- 2025-2026 Sage Oak Charter Schools El Master Plan Redline 6.12.2025.pdf
- 3155-SO Scholarship Program Policy 6.12.2025.pdf
- 2025-2026 Local Control and Accountability Plans (LCAP) and Local Indicators_Presentation_6.12.2025.pdf
- 2025-2026 LCAP Plan Summary Sage Oak Charter School #1885 6.12.2025.pdf
- 2025-2026 LCAP Plan Summary Sage Oak Charter School Keppel #1886 6.12.2025.pdf
- 2025-2026 LCAP Plan Summary Sage Oak Charter School South #2051_6.12.2025.pdf
- 2025-2026 Local Performance Indicator Self-Reflection for Sage Oak Charter School #1885_6.12.2025.pdf
- 2025-2026 Local Performance Indicator Self-Reflection for Sage Oak Charter School -Keppel #1886_6.12.2025.pdf
- 2025-2026 Local Performance Indicator Self-Reflection for Sage Oak Charter School -South #2051_6.12.2025.pdf
- 2025-2026 Proposed July Budget Presentation 6.12.2025.pdf
- 2025-2026 Proposed July Budget Sage Oak Charter Schools 6.12.2025.pdf
- Education Protection Account (EPA) Sage Oak Charter School #1885_6.12.2025.pdf
- Education Protection Account (EPA) Sage Oak Charter School Keppel #1886 6.12.2025.pdf

• Education Protection Account (EPA) - Sage Oak Charter School - South #2051_6.12.2025.pdf

FOR MORE INFORMATION

For more information concerning this agenda, contact

Sage Oak Charter Schools.

Coversheet

(Action) Approval of Minutes for June 18, 2025 Regular Meeting of the Board of Directors

Section: IV. Approve Minutes

Item: B. (Action) Approval of Minutes for June 18, 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 June 18, 2025



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Wednesday June 18, 2025 at 9:00 AM

Location

Sage Oak Charter Schools

1473 Ford Street, Suite #105 Redlands, CA 92373

Join Zoom Meeting

ID: 95093486389 Passcode: 388460

(US) +1 929-436-2866

Passcode: 388460

Teleconference Locations

1185 Calle Dulce, Chula Vista, CA 91910
39251 Camino Las Hoyas, Indio, CA 92203
16222 Quail Rock Road, Ramona, CA 92065
1420 E. Palomar St., Chula Vista, CA 91913 (Teleconference location will not be utilized.)
25 Kingston Court E., Coronado CA 92118

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Directors Present

M. Humphrey (remote), P. Matz (remote), S. Fraire (remote), S. Houle (remote), W. Hall (remote)

Directors Absent

None

Guests Present

E. Horta (remote), K. Woodgrift (remote), L. Snee

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 Wednesday Jun 18, 2025 at 9:00 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 June 18, 2025 Regular Meeting of the Board of Directors

- M. Humphrey made a motion to W. Hall, Board President, to approve the agenda as presented for the June 18, 2025, Regular Meeting of the Board of Directors.
- S. Fraire seconded the motion.

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

IV. Public Comments/Recognition/Reports

A. Public Comment

There was no request for public comment.

V. Board Governance

A. (Action) Approval of 2025-2026 Board Evaluator Stipend

- P. Matz made a motion to W. Hall, Board President, to approve the 2025-2026 Board evaluator stipend as presented.
- S. Houle seconded the motion.

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

VI. Operations and Accountability

A. (Action) Adoption of 2025-2026 Local Control and Accountability Plans (LCAP)

- M. Humphrey made a motion to W. Hall, Board President, to adopt the 2025-2026 Local Control and Accountability Plans (LCAPs) for Sage Oak Charter Schools as presented.
- S. Fraire seconded the motion.

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

B. (Action) Approval of 2025-2026 Local Performance Indicator Self-Reflection Reports for Sage Oak Charter Schools

- P. Matz made a motion to W. Hall, Board President, to approve the 2025-2026 Local Performance Indicator Self-Reflection Reports for Sage Oak Charter Schools as presented.
- S. Houle seconded the motion.

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

VII. Business Services

A. (Action) Adoption of 2025-2026 July Budget - Sage Oak Charter Schools

- M. Humphrey made a motion to W. Hall, Board President, to adopt the 2025-2026 July Budget for Sage Oak Charter Schools as presented.
- S. Fraire seconded the motion.

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

VIII. Human Resources

A. (Action) Approval of Modification of Superintendent of Schools' Employment Agreement and 2025-2026 Salary Placement

- S. Houle made a motion to W. Hall, Board President, to approve the modification of the Superintendent of Schools' Employment Agreement and 2025-2026 salary placement as presented.
- S. Fraire seconded the motion.

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

IX. Calendar

A. Future Meetings

The next scheduled meeting will be a Board of Directors Study Session held on August 14, 2025.

X. 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 June 18, 2025.
- S. Fraire seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:10 AM.

Respectfully Submitted,

W. Hall

Documents used during the meeting

- 2025-2026 LCAP Plan Summary Sage Oak Charter School #1885 6.18.2025.pdf
- 2025-2026 LCAP Plan Summary Sage Oak Charter School Keppel #1886_6.18.2025.pdf
- 2025-2026 LCAP Plan Summary Sage Oak Charter School South #2051 6.18.2025.pdf
- 2025-2026 Local Performance Indicator Self-Reflection for Sage Oak Charter School #1885 6.18.2025.pdf
- 2025-2026 Local Performance Indicator Self-Reflection for Sage Oak Charter School -Keppel #1886 6.18.2025.pdf

- 2025-2026 Local Performance Indicator Self-Reflection for Sage Oak Charter School -South #2051_6.18.2025.pdf
- 2025-2026 July Budget Sage Oak Charter Schools_6.12.2025.pdf
- Education Protection Account (EPA) Sage Oak Charter School #1885 6.18.2025.pdf
- Education Protection Account (EPA) Sage Oak Charter School Keppel #1886_6.18.2025.pdf
- Education Protection Account (EPA) Sage Oak Charter School South #2051_6.18.2025.pdf
- Superintendent of Schools' Employment Agreement & 2025-26 Salary Placement Presentation_6.18.2025.pdf
- Modification of Superintendent of Schools' Employment Agreement_6.18.2025.pdf

FOR MORE INFORMATION

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

Coversheet

(Action) Approval of 2025-26 Superintendent/CEO Evaluation Timeline and Plan

Section: X. Human Resources

Item: A. (Action) Approval of 2025-26 Superintendent/CEO Evaluation Timeline

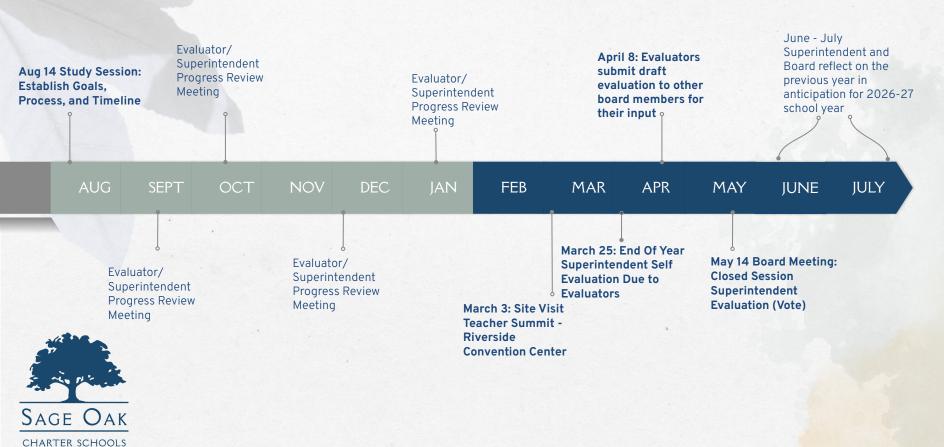
and Plan

Purpose: Vote

Submitted by: Related Material:

2025-26 Superintendent_CEO Evaluation Timeline and Plan_8.14.2025.pdf

2025-26 Superintendent of Schools/CEO Evaluation Timeline



Coversheet

Annual Board of Directors' Self-Evaluation

Section: XI. Oral Presentations

Item: A. Annual Board of Directors' Self-Evaluation

Purpose:

Submitted by:

Related Material: Annual Board of Directors' Self-Evaluation_DRAFT_8.14.2025.pdf



Annual Board of Directors' Self-Evaluation 2024 - 2025

Issue/Concept Complete In Progress Little/No Not							
Issue/Concept	Complete	In Progress	Progress	Applicable			
A Solid Foundation							
School has a well-drafted charter contract with its sponsoring agencies.	WH MH SH PM SF						
School has well-drafted articles and bylaws.	WH MH SH PM SF						
School's legal and financial status are clear and well understood.	WH MH SH PM SF						
Appropriate liability insurance and risk management practices are maintained at all times.	WH MH SH PM SF						
School has developed a long-term /strategic plan such as a WASC report that is reviewed and revised on an annual basis.	WH MH SH PM SF						
Long-term plans are translated into annual action plans/goals in a document such as the LCAP.	WH MH SH PM SF						
Board Operations/Relations							
Board members understand their legal and ethical responsibilities (duty of care/loyalty, conflict of interest).	WH MH SH PM SF						

New board members are oriented and fully briefed prior to being seated.	SH	PM	SF MH WH
Board is composed of individuals with a broad and appropriate range of expertise and experience. Board seeks outside counsel for matters beyond its expertise.	WH MH SH PM SF		
Board member selection process ensures a broad and appropriate range of expertise and experience.	SH SF WH	PM	МН
Board conducts annual self-evaluation.	WH MH SH PM SF		
Meetings are well planned with clear agendas focused on appropriate policy and action items.	WH MH SH PM SF		
Board president is a strong, capable meeting facilitator.	MH SH PM SF	WH	
Board president has developed meeting norms.	MH SH PM SF	WH	
Meetings are conducted pursuant to common ground rules (eg. Robert's Rules) that are well understood by all members.	WH MH SH PM SF		
Individual board members prepare for meetings and participate constructively.	WH MH SH PM SF		
Meeting minutes record each board meeting and are distributed promptly on the school's website after each meeting.	WH MH SH PM SF		
Relationship w/ CEO			
Board develops performance goals and evaluates CEO performance each year.	WH MH SH		

	PM SF		
Board has clear understanding with staff regarding where board responsibility should be to support and maximize the functioning of the schools.	WH SH PM SF MH		
Board has established a plan for succession in the event the CEO leaves/retires.	SH SF PM	WH MH	
Personnel and Staffing			
Board has adopted/approved a comprehensive set of personnel policies that are in line with all applicable state/federal laws & regulations. Policies are updated and an annual review will be conducted.	WH MH SH PM SF		
Clear job descriptions and staffing plans are in place.	WH MH SH PM SF		
Budget and Finance			
Board adopts an annual budget that maximizes the school's resources in support of mission/vision.	WH MH SH PM SF		
Board monitors the budget throughout the year via monthly updates, first interim budget and second interim budget.	WH MH SH PM SF		
Board contracts with an independent auditor each year, reviews the audit report, and takes any needed follow-up action.	WH MH SH PM SF		
Board has adopted a three-year financial plan in coordination with the school's overall three-year plan (WASC, LCAP).	WH MH SH PM SF		
Board has adopted a comprehensive set of fiscal management and control policies.	WH SH PM SF	МН	

Instruction, Curriculum, and Assessment			
Board has adopted/approved the school's curriculum and instructional programs.	WH SH PM SF	МН	
Board has adopted/approved student achievement goals/standards.	WH MH SH PM SF		
A broad-based assessment system is in place to measure progress toward instructional goals/standards.	WH MH SH PM SF		
The Instructional program is in alignment with the state requirements and terms of charter.	WH MH SH PM SF		
Student assessment data is assembled in a comprehensive, coherent fashion, presented to the board, and reviewed and analyzed in-depth on a regular basis.	WH MH SH PM SF		
School reports on student achievement to charter granting agencies on a regular basis as part of the ongoing oversight and renewal process.	WH MH SH PM SF		

Board Member Comments on Strengths:

W. HALL-

 Superintendent's goals are developed collaboratively with the Board, and with input from the Leadership Team. In turn, these goals are incorporated among the entire leadership team and staff. Lastly, the adopted goals are specifically addressed in the monthly Board updates and reports from each department.

S. FRAIRE-

• Sage Oak provides an outstanding learning environment for all students and, at the same time, a unique support system for parents and educational partners. Krista Woodgrift, her administrative team, teachers, and every individual involved in the process are to be commended for their hard work and dedication. Krista sets a positive tone, designs realistic goals, and is consistent in seeking solutions throughout the school year. She acknowledges those around her for their accomplishments and paves an avenue for success. Sage Oak is a true model for other Charter Schools to follow!

M. HUMPHREY-

• There is a strong commonality of purpose and refined communication among Board members, and we enjoy meeting staff and students during our meetings.

S. HOULE-

• The Board continues to keep student learning and achievement a priority by focusing on policies and resources that will help all students thrive and succeed. The school board is effective because they have a shared belief and values about what students can learn and Sage Oak's ability to teach the students.

P. MATZ-

• This is an extremely cohesive board with a strong focus on supporting all Sage Oak staff and programs. The level of consensus observed is rare, and the background experiences of the individual members combine to form a powerful team.

Board Member Comments on Areas of Growth and Future Needs:

W. HALL-

• I believe it would be helpful to periodically review the succession plan in case the Superintendent needs to take a leave of absence.

S. FRAIRE-

 As in the past, continue to hire new individuals that match the high standards established by Sage Oak, Board Evaluation, as connected with the student growth process.

M. HUMPHREY-

These are all in process.

S. HOULE-

• Continuing to work with State officials to secure adequate funding for Sage Oak.

P. MATZ-

• It has been a long time since we've needed to replace a Sage Oak board member. For that reason, the board member selection process and the orientation plan need to be revisited.

Coversheet

Sage Oak Charter Schools Strategic Plan 2025-26

Section: XI. Oral Presentations

Item: B. Sage Oak Charter Schools Strategic Plan 2025-26

Purpose:

Submitted by:

Related Material: Sage Oak Charter Schools Strategic Plan 2025-26_8.14.2025.pdf

2025-26 SAGE OAK SAGE OAK STRATEGIC PLAN CHARTER SCHOOLS



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Mission

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

Vision

Sage Oak students embrace their unique potential and are inspired to positively impact their communities.

Core Values

With students always at the forefront, we are SAGE, and we value

Service | Accountability | Growth Mindset | Excellence

- Service We value relationships and understand that we are here to provide a high level of service to our students, parents, community, and one another.
- Accountability We build trust with educational partners by staying compliant with state and federal regulations while operating with integrity and transparency.
- Growth Mindset We focus on working hard, learning continuously, and pushing ourselves to reach new heights. We stay current on best practices, educational trends and strive to offer innovative and engaging opportunities for our students.
- Excellence We strive for a standard of excellence in all that we do. We equip students and staff with the
 necessary tools, resources, and support to help them achieve their full potential.

Sage Oak Charter Schools - Board of Directors Study Session - Agenda - Thursday August 14, 2025 at 11:25 AM

At Sage Oak Charter Schools, our mission to educate students through a personalized and collaborative learning approach, empowering them to lead purposeful and productive lives, remains the guiding force behind every goal we set and every action we take. As we enter the 2025–2026 school year, we continue to build on the momentum of our multi-year strategic plan by deepening our focus, expanding opportunities, and refining systems that support student growth, staff development, community connection, and the thoughtful integration of AI to lead in educational innovation.

This plan reflects a continuation of our long-term vision and was developed through a collaborative process that included feedback from educational partners and alignment with our Local Control Accountability Plan (LCAP) initiatives and Western Association of Schools and Colleges (WASC) goals. Parent, student, and staff surveys highlighted the importance of personalized learning, teacher connection, and access to support. Our Parent Advisory, English Learner Advisory, and Student Advisory Committees provided valuable input on priorities such as college and career readiness, student well-being, and equitable access. Leadership planning sessions and department-level reviews helped ensure alignment with strategic metrics and schoolwide goals.

To bring this work to life, we are launching a focused set of initiatives designed to strengthen impact and deepen alignment across the organization. Personalization 2.0 represents a renewed commitment to individualized learning, enhanced by Al-driven tools and student-driven pathways that connect personal interests with meaningful goals. The Professional Development Passport offers a clear, personalized roadmap for staff growth and leadership development. Teachers will implement Power Standards to ensure instruction remains targeted, coherent, and aligned to student success across grade levels. Sage Crates, curated hands-on learning kits sent to families, support at-home engagement and enrich the student learning experience. This year also brings a deeper emphasis on self-awareness, including the use of True Colors to strengthen individual insight and team dynamics, which are key to fostering a supportive and collaborative learning environment where students feel understood, valued, and better equipped to grow both academically and emotionally. Our continuing integration of Al tools across both instruction and operations positions Sage Oak to lead in the evolving landscape of innovative, student-centered education.



GOALS ACTIONS METRICS

To improve academic performance and College and Career Readiness for all students, we will implement comprehensive, grade-appropriate College and Career Readiness programs. This initiative will cultivate the confidence, skills, and spirit of innovation necessary for each student to confidently navigate their unique paths, enabling them to make a meaningful impact in their communities and the world.

CPSELs: 1, 2, 4, 5, 6, 7, 8

SUCCESS

STUDENT

- a. Integrate career, community, and life skills into comprehensive K-12 pathways.
- b. Refine a personalized, data-informed multi-tiered system of support for all students..
- c. Improve math proficiency for Students with Disabilities (SWD) by increasing the percentage of students with disabilities participating in math interventions.
- d. Create a unified, data-informed articulation process that smoothly transitions students through each grade band while integrating critical feedback from graduates.
- e. Increase the percentage of both English learner (EL) and Long-Term English learner (LTEL) students making progress toward proficiency as measured by the state language proficiency assessment, and increase the English learner reclassification rate by increasing participation with English Language Development (ELD) synchronous instruction. (NEW LCAP requirement to add LTEL students due to student enrollment reaching 15 and adapting action to include participation in ELD as more measurable)

- % Students completing A-G pathways and CTE pathways
- % Students achieving a score of 3 or higher on AP exams
- College Career Preparedness (College Career Indicator %)
- % Students graduated
- Maintenance of low middle school dropout rates
- Maintenance of low high school dropout rates
- Expansion of K-8 live synchronous instruction courses aligned with CTE pathways
- State and local math and reading scores
- Student/parent belief in access to instructional resources necessary to align with robust state standard education
- % Students receiving interventions who demonstrate growth equivalent to one year or more in English Language Arts and Mathematics
- % Students with disabilities participating in math intervention programs
- % Teachers feel equipped to transition their students to the next grade level band
- % English learners making progress toward English proficiency, including reclassification rate improvement
- % English learners' participation in ELD synchronous instruction courses
- % Parents/students/staff affirming access to resources supporting EL students' achievement 2025-26 New Metrics: (Action E)
- % Long Term English Learner (LTEL) students making progress toward English proficiency
- Number of professional development opportunities focused on supporting English Language Development (ELD) & LTEL instruction

Г	Sage Oak Charter Schools - Board of Directors Study Session - Agenda - Thursday August 14, 2025 at 11:25 AM				
	ENGAGEMENT	In order to enhance student, parent, and staff engagement, we will establish an environment that fosters connectedness and professional growth. CPSELS: 1, 2, 3, 4, 5, 6, 7	 a. Increase opportunities for parents, students, and staff to connect with each other and with school leadership, fostering a sense of community and alignment with the school's mission and vision. b. Develop purposeful pathways for growth and opportunities for professional development. c. Increase professional development for live instruction. d. Develop a system to increase access and consistency for social and emotional resources and interventions. 	 Student/parent/staff satisfaction survey results related to community engagement, school climate, connectedness, and confidence in job performance % Credentialed teachers % School attendance rates % Chronic absenteeism % Suspension and/or expulsion rates Student/staff retention rate Pathway for advancement participation rates Increased number of professional development opportunities for all staff with a focus on live instruction % Student/parent/staff who feel informed about the social and emotional resources provided by Sage Oak Increased number of synchronous support groups and/or counselor-led groups 	
	SMART LEARNING SYSTEMS	Leverage technologies, specifically Artificial Intelligence (AI), to enhance data-driven decision-making, automate routine operational processes, and provide personalized learning pathways for students, thereby establishing scalable systems that ensure long-term sustainability, promote academic growth, and increase operational efficiency. CPSELS: 1, 2, 3, 4, 5, 6, 7, 9	 a. Evaluate, integrate, and optimize technology to streamline and automate operational processes and procedures. b. Implement Al-driven personalized learning strategies to maximize student learning. 	 Staff-to-student ratio Staff satisfaction survey results: improvements in work efficiency and satisfaction, and increased confidence in using AI tools to improve learning outcomes 	

Goal 1: STUDENT SUCCESS

To improve academic performance and College and Career Readiness for all students, we will implement comprehensive, grade-appropriate College and Career Readiness programs. This initiative will cultivate the confidence, skills, and spirit of innovation necessary for each student to confidently navigate their unique paths, enabling them to make a meaningful impact in their communities and the world.

Strategy A: Integrate career, community, and life skills into comprehensive K-12 pathways

Strategy B: Refine a personalized, data-informed multi-tiered system of support for all students

Strategy C: Improve math proficiency for students with disabilities by increasing their participation in synchronous math interventions.

Strategy D: Create a unified, data-informed articulation process that smoothly transitions students through each grade band while integrating critical feedback from graduates.

Strategy E: Increase the percentage of both English learner (EL) and long-term English learner (LTEL) students making progress toward proficiency as measured by the state language proficiency assessment and increase English learner reclassification rate by increasing participation with English Language Development (ELD) synchronous instruction..



Strategic Plan Subactions

2023-24	2024-25	2025-26
K-12 College Career Pathways Add new Oakschool classes that will support the building of future pathways; Add two art teachers to begin building the art pathway	K-12 College Career Exploration Increase the number of Oakschool classes that align with the California industry sectors and communicate this alignment to teachers, parents, and students	K-12 College Career Exploration Continue to increase the number of Oakschool classes that align with the California industry sectors. Consider prioritizing increasing the number of middle school classes that align with our Sage Oak Career Technical Education (CTE) pathways that show a high level of student interest. Continue to communicate the alignment to teachers, parents, and students.
	College-Career Exploration (Leadership) Equip the leadership team with knowledge and tools to understand students' interests, personalities, strengths, and work values. This understanding will enable leadership to support teachers in guiding students toward suitable career paths effectively.	College-Career Exploration (Teachers/Students) Implement a college and career curriculum, such as Pathful, and utilize tools that help both students and teachers understand students' interests, personalities, strengths, and work values. This will assist in identifying suitable career options and will empower students and parents to make informed choices. Integrate interest inventories into high school, college, career, and CTE courses. Additionally, administer College & Career Interest Inventories to Virtual Academy middle school students to foster early career awareness and planning.
	Continue to add Oakschool classes/school opportunities related to college-career exploration.	Continue to add Oakschool career exploration classes.
College, Career & Service Field Trips Increase the number of field trips that align with goal; Add two art teachers to add art field trips	College, Career & Service Field Trips Integrate college/career field trips aligned with each CTE pathway from middle school through high school	College, Career & Service Field Trips Integrate college/career field trips aligned with each CTE pathway from elementary school through high school

Sage Oak Charter S <u>College, Career & Service Podcasts</u>	chools - Board of Directors Study Session - Agenda - Thursday Augu College, Career & Service Podcasts	st 14, 2025 at 11:25 AM College, Career & Service Podcasts
Increase the number of podcasts that align with goal	Maintain the number of podcasts that align with goal	Maintain the number of podcasts that align with goal
		Increase the number of college and career avatar videos, highlighting CTE pathways. Look for opportunities to advertise and support career fairs, college fairs, or other events happening to ensure all students and families have access.
High School CTE Pathways	High School CTE Pathways	High School CTE Pathways
Add Sports Medicine CTE Pathway; Further develop Child Development Pathway; Add computer science classes as building blocks for future Computer Science CTE	Add Computer Science CTE Pathway	Add AI as a pathway within the Computer Science CTE Pathway
pathway		Establish clear criteria and a defined process for evaluating when a new Career Technical Education (CTE pathway is needed. Use this process to assess the demand and feasibility of adding new pathways for 2026-27.
		Prioritize the following for our CTE pathways: *Computer Science: Add AI as a component *Entrepreneurship: Add internal concentrator course, if staffing allows *Sports Medicine: Add internal capstone course, if staffing allows *Child Development: Add internal capstone course, if staffing allows
		Utilize our CTE teachers to grow partnerships with businesses and organizations to increase real-world learning experiences for students through internships. Develop a structured internship program that aligns with student interests and career pathways, ensuring accessibility and meaningful participation.
		Develop and offer core math classes tailored to CTE pathways, such as Business Math for the Entrepreneur pathway, Algebra for Art for the Arts pathway, and Math for Elementary School Teachers for the Child Development pathway. Initially, explore existing offerings at community colleges, and if sufficient student interest and staffing allow, expand to provide these courses

Sage Oak Charter So	chools - Board of Directors Study Session - Agenda - Thursday August	14, 2025 at 11:25 AM in-house through Sage Oak teachers.
High School Student Course Supports Add a full-time high school counselor focusing on college and career readiness to provide additional support beyond the students' Education Advisor In the student information system, align the course titles to ensure students are taking the right courses to reach college and career preparedness	High School Student Course Supports Transfer responsibility of course assignments to the counselor (from the Education Advisors) so that we can continue to increase the alignment of courses with CCI alignment	High School Student Course Supports Add a second high school counselor; increase caseload of EAs to fund if needed
AVID Implement Phase 2 in Virtual Learning Academy and high school	AVID High School: Full AVID 9 elective implementation in high school, as well as completing AVID certification for high school Virtual Learning Academy: Broaden college and career initiative with AVID, utilizing Pathful at the middle school level, completing StrengthsFinder surveys for all grade levels, and expanding college tour opportunities for middle school students. Enhance writing instruction by using a writing curriculum, professional development for teachers, and systematic assessments	AVID High School: Establish an AVID 10 elective Middle School: Establish an elective for 8th-grade students focused on AVID strategies Personalized Learning Academy: Integrate AVID principle by equipping teachers and/or through Oakschool classes and parent training
Intervention Add math intervention program to existing reading intervention program; Add math intervention teacher; Add yearlong math Oakschool courses	Intervention Prioritize additional math and English Language Arts intervention teachers in the budget. Develop and train new Reading Specialists and Math Intervention teachers using evidence-based practices	Intervention Prioritize additional math and English Language Arts intervention teachers in the budget. Implement new intensive math classes for 4th and 5th-grade students. Implement a new math curriculum in elementary intervention classes and small-group math support for K-3rd grades.

Sage Oak Charter Schools - Board of Directors Study Session - Agenda - Thursday August 14, 2025 at 11:25 AM

Increase Direct Instruction for Students in Math

Develop a plan for increasing direct instruction for students in math which might include incentivizing math Oakschool classes through curriculum/class at no cost to IFs; requiring students below grade level to take a live math class; hiring dedicated math teachers who do not have a caseload of students in order to increase the number of math classes we can provide.

Increase Direct Instruction for Students in Math Implement the plan determined in Year 1: Expand live Oakschool math class offerings to 4th - 8th grades with no cost to instructional funds to encourage full-year enrollment. Pilot a specialized power standard math

Virtual Learning Academy and Oakschool: Identify the math power standards which will be used to improve instruction and student support

class for TK/K and 6th-grade students.

Increase Direct Instruction for Students in Math Analyze the effectiveness of the previous year's plan to

refine the plan as needed to maximize student success

Oakschool: Prioritize teaching the power standards to maximize student success

Virtual Learning Academy: Integrate power standards along with MasteryConnect assessments to increase student math achievement in math.

Expand the use of power standards school-wide by providing comprehensive training on power standards, common assessments, and instructional strategies to ensure consistency and alignment in teaching and learning.

Reduce Number of Students Using Below-Grade-Level Curriculum

Require teachers to meet with their regional mentor for discussion and approval for all general education students who are using curriculum below grade level; Track number of students using below grade level curriculum

Reduce Number of Students Using Below-Grade-Level Curriculum

Revisit and refine the plan. Consider requiring specific curriculum for special education students to ensure grade-level exposure with built-in scaffolding

Continue to discuss with the regional mentor for approval for all curriculum below grade level. Consider collaborating with the curriculum coordinator on this task

The regional mentor will consult with the assigned program specialist regarding students using curriculum more than two grade levels below

Reduce Number of Students Using Below-Grade-Level Curriculum

Reevaluate the effectiveness of the 24/25 plan to identify areas of success and those needing improvement, in order to refine the strategy for 25/26.

Multilingual/English Learner Support

Add designated English Language Development teacher and classes; Add K-2 early literacy class

Multilingual/English Learner Support

Add additional teachers/classes, as needed, based on enrollment.

Multilingual/English Learner Support

Add additional teachers/classes, as needed, based on enrollment.

Continue professional development for all teachers relating to ELPAC testing and understanding the multilingual student.

Sage Oak Charter So	chools - Board of Directors Study Session - Agenda - Thursday August Support multilingual student access to synchronous instruction by implementing an equity tracker to monitor participation in school-wide virtual classes. Provide professional development for all teachers relating to ELPAC testing and understanding the multilingual student.	Add parent webinar and training on ELPAC and ELD instruction. Support multilingual student access to synchronous instruction by increasing parent communication, increasing teacher professional development and training on best practices for multilingual learners, and monitoring the equity tracker to ensure their participation in schoolwide virtual classes.
High School Special Education Add two co-taught high school essentials English classes; Add co-taught Algebra and Pre-Algebra classes Research what credentials and/or training can cover high school special education core curriculum/classes	High School Special Education Hire teacher(s) with credential/training who are qualified to teach the co-taught classes	High School Special Education Continue to recruit and hire teacher(s) with credential/training who are qualified to teach the co-taught classes.
Moderate/Severe Student Needs Add TeachTown as a core curriculum for our moderate/severe students	Moderate/Severe Student Needs Research moderate/severe programs of other similar schools to consider other ways to serve these students Increase collaboration between case manager and parent by creating a parent resource guide and adding regular consultations with the parent to discuss student needs	Moderate/Severe Student Needs Provide ongoing TeachTown training to general education teachers and provide office hours to the general education teachers Maintain collaboration between case manager and parent by creating a parent resource guide and adding regular consultations with the parent to discuss student needs
	Students with Disabilities Monitor % Students with disabilities participating in math interventions Research evidence-based math practices to use during SAI sessions Mild/Moderate teachers will attend professional development regarding evidence-based math practices	Students with Disabilities Implement math evidence-based practices during service sessions Based on math professional development, the special education teacher on assignment (TOSA) will support staff in using evidence-based math practices.

Advanced Learner Programs (ALPs) Oakschool: Add additional advanced learner classes; Field Trips: Add advanced learner field trips	Program for Advanced and Gifted Education (PAGE) Add PAGE coordinator full-time position Oakschool: Improve and increase classes and program offerings. Refine and improve PAGE identification process.	If an appropriate book is able to be found, mild/moderate (M/M) teachers will participate in a book study related to math instruction. Monitor student progress on school-wide assessments Program for Advanced and Gifted Education (PAGE) Increase the number of students evaluated for PAGE. Improve middle school PAGE offerings. Oakschool: Add a middle school PAGE class. Add middle school honors courses; ensure staffing plan increases number of PLT+ teachers in order to do so Establish and implement project-based learning supplemental assignments for PAGE students. Align project-based learning with field trips and guest speakers to enhance student learning.
	Socials Host schoolwide career fair socials and expand the high school presence to an additional location	Socials Expand the high school presence to include all locations and include a showcase of different colleges.
	Middle School Program Expansion Add a middle school coordinator full-time position; the middle school coordinator will be involved in professional learning communities, informal observations, and tailored professional development. Increase community-building through student hangouts, school offered parent support, and increase support for special education students who are transitioning from middle school to Sage Oak's high school program	Middle School Program Expansion Consider adding a middle school assistant principal if enrollment numbers support the need Implement professional development for middle school teachers focused on preparing middle school students for high school, emphasizing academic and social-emotional growth. Introduce middle school-specific activities and opportunities for interaction with high school students.

Sage Oak Charter S	Develop strategic plan to transition the middle school from elementary to secondary in the 2025-26 school year, including things such as creating middle school only	14, 2025 at 11:25 AM Implement webinars for advanced/gifted middle school students
	Data-Informed Articulation Process Collaborate to develop a comprehensive plan to create a unified, data-informed articulation process that smoothly transitions students through each grade band while integrating critical feedback from graduates. Improve the 8th-grade to high school transition process by including a special course for 8th graders and adding office hours with the middle school coordinator. Develop a cohesive plan to connect with our graduates and gather valuable data on their post-graduation experiences. Focus on understanding how the Sage Oak program supported them and identify areas for improvement. Use this data to drive program improvements.	Data-Informed Articulation Process Execute the plan developed in year one of this strategy/action item. Continue reaching out to graduates and utilizing the information gathered to refine our programs. Develop a process to collect and provide teachers with targeted, actionable data to support student transitions between grade bands, ensuring alignment with school-wide initiatives like power standards and instructional strategies. Disaggregate state and local assessment data by school, program, grade level, CA Dashboard student group, and provide insights and information to all appropriate stakeholders Refine and disaggregate student achievement data further allowing for a deeper micro-level analysis of

student performance and program effectiveness.

Action Steps Goal 2: ENGAGEMENT

In order to enhance student, parent, and staff engagement, we will establish an environment that fosters connectedness and professional growth.

Strategy A: Increase opportunities for parents, students, and staff to connect with each other and with school leadership, fostering a sense of community and alignment with the school's mission and vision.

Strategy B: Develop purposeful pathways for growth and opportunities for professional development.

Strategy C: Increase professional development for live instruction.

Strategy D: Develop a system to increase access and consistency for social and emotional resources and interventions.



2023-24	2024-25	2025-26
	Leadership Academy Develop and execute a leadership academy for leaders new to Sage Oak	Leadership Academy Expand academy to aspiring leaders Develop and execute a leadership academy that is based on the most current needs (TBD)
Teacher and Leadership Induction Continue partnership under an MOU with Riverside County Office of Education for teacher induction; Continue providing an internal coach for staff with preliminary administrative credentials	Teacher and Leadership Induction Research what it would take to develop an internal teacher induction program	Teacher and Leadership Induction Possible implementation of an internal teacher induction program
	Work Anniversary Program Develop a work anniversary program, honoring the longevity of staff serving Sage Oak, such as 1 Year, 5 Year, 10 Year. Survey staff on how to celebrate longevity through the work anniversary program.	Work Anniversary Program Implement appropriate staff ideas from previous year Strengthen the Sage Milestone Program, recognizing staff longevity, through personalized offerings, clear communication, and a sustainable annual process.
Wellness Initiative Provide walking Pads for staff that work on their computers throughout the day and at the Redlands office	Wellness Initiative Implement a wellness stipend for all staff through a Flexible Spending Account. Survey staff on how to promote wellness and utilize health provider wellness stipend(s).	Wellness Initiative Continue to survey staff on how to promote wellness and utilize health provider wellness stipend(s) and prepare the wellness offerings for 2026/27. Promote staff wellness by increasing access to resources, events, and clear communication.
	Professional Development - Live Instruction Implement evidence-based professional development for synchronous instructors; topics will be determined based on student needs as well as teacher feedback	Professional Development - Live Instruction Consider increasing the number of evidence-based professional opportunities for synchronous instructors and integrate action steps or goals into follow-up meetings with supervisors.; Based on the data from year 1, consider building a full pathway of professional development for synchronous instructors

Sage Oak Charter Society Counseling Services Align the work of our school counselors with the goal; send counselors to training on the role of the school counselor	chools - Board of Directors Study Session - Agenda - Thursday August Counseling Services: Increase Oakschool counseling classes offered. Increase opportunities for parent/ guardian notification of counseling programs through parent information webinars and counselor newsletters.	t 14, 2025 at 11:25 AM Counseling Services: Prioritize additional counselors in the budget. Continue parent/ guardian outreach through the website, newsletters, and parent webinars.
Authorizer Relationships Visit each authorizer's board meeting 7-10 times per year to provide Sage Oak updates and to learn more about what the authorizer is doing, and maintain a positive partnership with each authorizer. Send authorizer superintendents birthday and holiday cards Invite authorizer superintendents to be celebrated on our podcast	Authorizer Relationships Visit each authorizer board meeting 4-6 times during the school year. Continue to send cards. Continue attempts to invite authorizing superintendents to join our podcast. Visit each authorizing Superintendent twice during the school year, preferably in an informal setting.	Authorizer Relationships Maintain plan
Advocacy/Charter Development Present at various professional association conferences Active involvement in political advocacy opportunities at local and state level Develop relationships with local and state legislative officials; invite them to Sage Oak events Develop relationships with the San Bernardino County Office of Education and Riverside Office of Education; Attend those county office board meetings	Advocacy/Charter Development Submit proposals to present at APlus and CSDC. Maintain existing relationships with local government officials, especially for the end-of-year celebrations and awards. Continue to develop the relationship that's begun with the Riverside County Office of Education with the goal of a county-wide charter petition. Continue to look for opportunities for expansion. Continue to hold biannual meetings with representatives from CCSA. The goal is to get a seat at the council table to represent schools like ours.	Advocacy/Charter Development Maintain plan

Sage Oak Charter Schools - Board of Directors Study Session - Agenda - Thursday August 14, 2025 at 11:25 AM

<u>Parent Engagement</u>

Leverage events, such as socials and hangouts, to intentionally create spaces where parents and students can engage with one another and school leadership

<u>Parent Engagement</u>

Leverage events, such as socials and hangouts, to intentionally create spaces where parents and students can engage with one another and school leadership

Increase parent involvement in the PAC, ELAC, and STAC through targeted marketing and advertising.

Create social media posts and email campaigns to raise awareness about upcoming socials and hangouts

Implement a system to track and maintain contact with alumni, gathering data on their post-graduation experiences to assess how Sage Oak supported them and identify areas for improvement.

Enhance outreach efforts in relation to social/emotional resources by regularly updating the website, distributing informative newsletters, and hosting parent webinars.

Action Steps Goal 3: SMART LEARNING SYSTEMS

Leverage technologies, specifically Artificial Intelligence, to enhance data-driven decision-making, automate routine operational processes, and provide personalized learning pathways for students, thereby establishing scalable systems that ensure long-term sustainability, promote academic growth, and increase operational efficiency.

Strategy A: Evaluate, integrate, and optimize technology to streamline and automate operational processes and procedures. Strategy B: Implement Al-driven personalized learning strategies to maximize student learning.



Investigate the fiscal efficiency of systems

Understand the reason systems are not fully used

Create user buy-in for any proposed integration and/or optimization

ineffective systems and provide training where needed.

List all organizational and educational platforms, categorize users (All School, Department, Role), and survey them on effectiveness, pain points, and improvement needs.

Use survey results to refine system usage, address training gaps, and determine if platforms should be improved or replaced.

Projects integration and/or optimization

Propose to the Director team a list of potential

Centralized Management System with Data Lake **Integration**

Develop and deploy a centralized management system (user portal) that provides a single dashboard linking documents and applications based on users' roles and departments. The dashboard will include organization-wide links to systems and applications,

Centralized Management System with Data Lake Integration

Leverage the central management system to include more content with an emphasis on user acceptance and adoption:

- Solicit user feedback.
- Enhance the user portal based on user

Sage Oak Charter So integration and/or optimization projects and set priorities	chools - Board of Directors Study Session - Agenda - Thursday August serving as a document hub with access to school-wide and departmental manuals and resources.	 14, 2025 at 11:25 AM feedback. Evaluate and update shortcuts based on departmental needs. Roll out training to address gaps in user knowledge. Expand Sage Oak data lake to include additional integrations.
	Custom Tool Development Design various data integration tools to increase staff efficiency and support data-driven decision-making, accessed through the centralized management system: Student information portal Teacher-student rostering assistance tool Special education assessment management system (AMS) Internal OPS purchase order (PO) data interchange Budget-to-actual system Secondary course alias search tool CalSTRS reporting automation Community provider (CP) parent and student rating and review page, similar to Yelp Develop a plan for the future development of various tools: Inventory integration/virtual library Custom purchasing system to realize savings versus our existing annual subscription, integrating with a virtual library tool.	Custom tool development Design various data integration tools to increase staff efficiency and support data-driven decision-making, accessed through the centralized management system: • Integrate an online lending library, department inventories, purchasing, and help desk inventories • Create a custom purchasing system to realize savings compared to our existing annual subscription • Launch a process to identify additional tool development opportunities and improve previously designed custom tools based on user feedback Develop a plan for future development of a Virtual Library to be deployed in 2026-2027.
System and Process Documentation Collect existing system and process documentation links Create and propose a standardized systems and document hub	System and Process Documentation Migrate system and process, including department manuals, to a common hub using organization-wide common templates.	System and Process Documentation Monitor advancements in AI and documentation technology to identify potential upgrades for the Sage Oak ChatGPT and the documentation hub.
Establish organization-wide templates and processes to promote consistent operations across all departments, proposing a standardized Standard Operating	Define clear access permissions for staff members and provide necessary training for each system. Create and propose a standardized systems and	Develop a roadmap for future enhancements, upgrades, and integrations, ensuring the systems remain cutting-edge and serve the evolving needs of the school
Procedures (SOP) template to use school-wide	document hub	Standardize the process for regular updates to

Standardize the process for regular updates to documentation, ensuring it remains current and

Sage Oak Charter See Explore the development of a Sage Oak ChatGPT, an Al-powered chatbot or virtual assistant, to provide teachers and staff with easy access to information and support. Define the scope and functionalities of ChatGPT to address common inquiries, provide resources, and assist with system-related tasks. Collaborate with technology experts or vendors to develop and implement the Sage Oak ChatGPT effectively. Revisit the "where to go for support" chart and establish subject-matter experts	Establish organization-wide templates and processes to promote consistent operations across all departments, proposing standardized Standard Operating Procedures (SOP) templates to use school-wide	14, 2025 at 11:25 AM reflective of best practices.
Al Program for Students Researching what Al curriculum/schools are out there; build a guiding team/committee	Al Program for Students Develop an Al curriculum tailored to the needs of our students. Determine whether to integrate existing Al educational resources, develop our own curriculum, or collaborate with external educational organizations Utilizing the MagicStudent Platform in live synchronous instruction in order to provide a rich learning experience for our students and a streamlined approach to Al for our teachers.	Al Program for Students Implement the Al curriculum across selected virtual pilot classes, gathering feedback from students and educators to refine the program. Establish a dedicated Al lab equipped with cutting-edge technology to facilitate hands-on learning experiences. Introduce foundational Al concepts across various subjects and grade levels to enhance students' understanding and interest in artificial intelligence, preparing them for advanced study and future career opportunities in technology.

Sage Oak Charter Schools - Board of Directors Study Session - Agenda - Thursday August 14, 2025 at 11:25 AM SageOak.Ai

Expand the capabilities of the SageOak.Ai portal and the Sage Oak custom chatbots:

- Integrate advanced functionalities for more comprehensive support and feedback
- Tailor the ChatBots for different departments
- Partner with AI technology experts to expand upon the AI tools used at Sage Oak

SageOak.Ai

Continue development of SageOak.Ai

Conduct research on emerging AI models, software updates, and best practices to enhance engagement, streamline support, and improve information delivery.

Evaluate and pilot AI features such as automated content creation, real-time user feedback, and data analytics dashboards.

Develop a roadmap with timelines for AI enhancements, system integrations, and long-term implementation strategies.

Launch the AI curriculum developed in 2024–25 across pilot virtual classes, gather feedback, and refine based on results.

Conclusion

As we continue to implement our multi-year strategic plan, the 2025 to 2026 priorities reaffirm Sage Oak's commitment to purposeful, student-centered education. Grounded in our mission and guided by our values—Service, Accountability, Growth Mindset, and Excellence—this year's plan reflects steady progress and thoughtful evolution. We are deepening our personalized learning model, expanding career-connected opportunities, and strengthening systems that empower both students and staff to grow, connect, and thrive.

This year's key initiatives, collectively coined Personalization 2.0, include the Professional Development Passport, Power Standards, Sage Crates, and the integration of AI, demonstrate our continued focus on professional growth, clarity, and innovation. Each strategy is designed not only to meet today's needs but to build a sustainable and future-ready model that supports our learners at every stage.

As we look ahead, we remain committed to listening, learning, and adapting. Our strategic plan remains a living framework that reflects the voices of our students, families, and staff. Together, we are building a system where every student has a customized plan and resources to reach their full potential and lead lives of purpose, impact, and possibility.



Coversheet

Al Master Plan

Section: XI. Oral Presentations Item: C. Al Master Plan

Purpose:

Submitted by:

Related Material: Al Master Plan_8.14.2025.pdf

A Strategic and Inclusive Approach to Al

Presenters: Traci King & Brad Bookser

Audience: Sage Oak Board of Directors

Date: August 2025



Why This Matters



Educational Strategy

Al is an educational strategy, not merely a tech tool.



Collaborative & Lasting

Collaborative approach for sustained, long-term community impact.



Student-Centric Principles

Emphasis on student protection, inclusion, and innovation.

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Why AI? Why Now?

Our Moment to Lead



California Department of Education guidance

Future-readiness and digital literacy as core skills

Preparing students for college, career, and citizenship in an Al world

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Policy, Privacy & Guardrails

Laying a Safe Foundation

Drafted Al Policy + Acceptable
Use Guidelines

Based on CDE/District models

Student data protection and transparency emphasized

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Al Policy

Our commitment includes:



Equity and

Accessibility cessible AI tools for all learners.



Privacy and Security

Strict privacy, security, and data compliance (FERPA, COPPA, U.S. storage).



Transparency

All Al-generated work labeled and cited by students and staff.



Acceptable Use Policy

Daily Guidelines for Al



Approved Uses

Teachers/staff: drafting lessons, summarizing, creating materials, translating.

Students (with teacher permission): brainstorming, practicing skills, feedback on drafts.

All student Al use is opt-in and teacher-guided.



X Not Permitted

- Entering student PII into AI tools.
- Using AI without permission for assignments.
- Any use leading to plagiarism or harmful content.

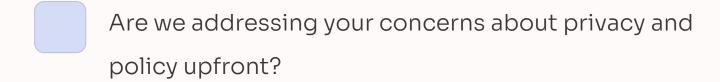


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Discussion Pause #1 (2-3 min)

Let's Hear from You





Anything unclear in how we're framing this work?

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A Collaborative Process

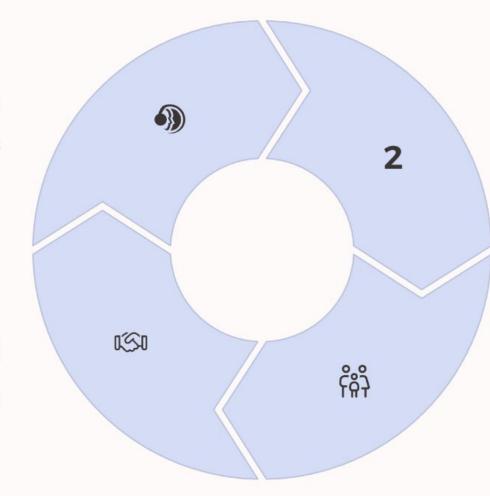
Designed with Community Input

Al Committee

Directors, Teachers, Support Staff

Outside Consultant

External expertise and guidance



Leadership

Direction set by instructional leaders

Parent Engagement

Learning sessions: "Al Literacy, Learning About Al"

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Supporting Educators

Empowering Our



Training

Effective, ethical use modeling

Peer Coaching

Collaborative exploration

Scaffolded Support

At all stages of rollout

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Goals & Principles

Our North Star

Goals

Improve learning, protect students, align with CDE

Principles

Privacy, transparency, accessibility, equity, and choice

Equity Example

Providing coaching or alternatives for students who need it

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Timeline & Board Partnership

Measured and Phased Approach



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Discussion Pause #2

Reflections So Far





Are we aligned in our long-term vision?

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What We Are Not Doing Clarity on Limits

No Al in K-2

Protecting our youngest learners

No SEL/MTSS

Assessments

Not using Al for social-emotional evaluations

No Required Use

Student use of Al tools is optional

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Student Use Cases

Empowering Learners



Ideation

Brainstorming, feedback, organization



Academic Support

Study support, career and college prep



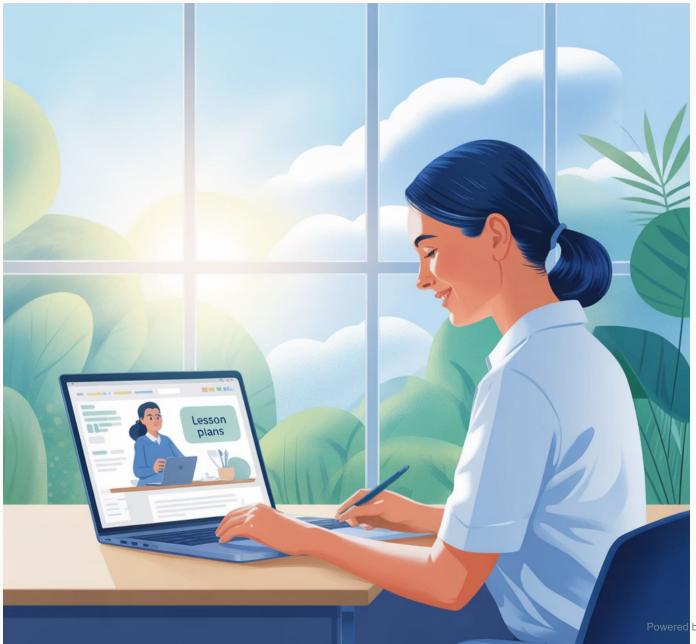
Scaffolded Learning

Opt-in experiences with guidance

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Educator Use Cases

Reducing Admin Load



Rubric generation, summarization, translation

Communication templates

Freeing time for deeper teaching

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Family & Student Choice

Respecting Individual Decisions

Opt-In Participation

Families choose whether to participate

Transparency

Clear communication and parent control

Initial Adoption

~50% of families may initially opt out

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Discussion Pause #3 Final Thoughts

Are we balancing innovation with community values?

Do you see this approach as sustainable and inclusive?

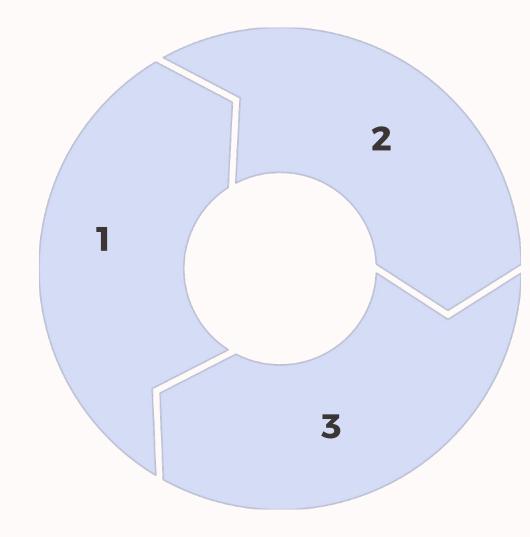
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Ongoing Growth & Governance

A Living Strategy

Feedback

Built-in refinement processes



Governance

Structure to review policy and practice

Board Updates

Continued updates post-rollout

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Closing & Q&A

Your Support & Next Steps

This strategic and phased plan is built with your input and collaboration. We are now seeking your support to move forward with an August 2025 launch.



What are your final questions or insights?



Are there any conditions you would like us to build into the next phase?

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Thank You!

Questions & Discussion



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