

APPROVED



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Virtual/Zoom Conferencing

Date and Time

Thursday January 12, 2023 at 11:30 AM

Location

[Join Zoom Meeting](#)

ID: 96959417697

Passcode: 160541

[\(US\) +1 346-248-7799](#)

Passcode: 160541

MISSION STATEMENT

Sage Oak, in collaboration with parents, teachers, students, and the school's leadership team, cultivates lifelong learners by recognizing students' and parents' needs for educational options. Sage Oak balances flexibility with accountability and high academic excellence for families seeking a non-traditional, personalized educational experience. Sage Oak understands the need for partnership in order for students to attain their personal academic goals.

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.

Steve Fraire

Signed by Steve Fraire on 7/11/2023

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

S. Fraire (remote), S. Houle (remote), W. Hall (remote)

Directors Absent

M. Humphrey, P. Matz

Guests Present

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

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 12, 2023 at 11:29 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. Board Governance

A. Approval of Resolution No. 2023-01-12 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361

S. Fraire made a motion to W. Hall, Board President, to approve Resolution No. 2023-01-12. Option II was selected by the voting members.

S. Houle seconded the motion.

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

Roll Call

S. Fraire Aye

Steve Fraire

Signed by Steve Fraire on 7/11/2023

Roll Call

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

IV. Approve/Adopt Agenda

A. January 12, 2023 Regular Meeting of the Board of Directors

S. Houle made a motion to W. Hall, Board President, to approve the agenda as presented.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. Approve Minutes

A. December 8, 2022 Regular Meeting of the Board of Directors

S. Houle made a motion to approve the minutes from Regular Meeting of the Board of Directors on 12-08-22.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VI. Organizational Structure- Annual Meeting of the Board

A. Approval of the Third Amended Bylaws of Sage Oak Charter Schools

S. Fraire made a motion to W. Hall, Board President, to approve the Third Amended Bylaws of Sage Oak Charter Schools as presented.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

P. Matz Absent
M. Humphrey Absent

Steve Fraire

Signed by Steve Fraire on 7/11/2023

Roll Call

S. Fraire Aye
W. Hall Aye
S. Houle Aye

B. Approval of Sage Oak Charter Schools Board of Directors Manual

S. Houle made a motion to W. Hall, Board President, to approve the Sage Oak Charter Schools Board of Directors Manual as presented.

S. Fraire seconded the motion.

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

Roll Call

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

C. Election of the Sage Oak Charter Schools Board of Directors

S. Fraire made a motion to nominate William Hall as Board President.

S. Houle seconded the motion.

- William Hall will continue to serve as the Board President.
- William Hall nominated Michael Humphrey to serve as the Board's Vice President, with Susan Houle seconding the motion.
- William Hall nominated Steve Fraire to serve as the Board clerk, with Susan Houle seconding the motion.

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

Roll Call

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

D. Election of the Sage Oak Charter Schools Corporate Officers

S. Houle made a motion to W. Hall, Board President, to elect Emily Horta as the Secretary to the Board.

S. Fraire seconded the motion.

Superintendent Woodgrift expressed her gratitude to Lori Halth for her invaluable support and service to the Board and as a key contributor to the work of Sage Oak. Lori has effectively managed the Board agendas and minutes precisely, coordinating many moving

Steve Fraire

Signed by Steve Fraire on 7/11/2023

parts. She has also mentored other executive assistants, consistently displaying patience and kindness and being a valuable resource to all.

Superintendent Woodgrift, on behalf of Sage Oak, wished Lori well on her next chapter of retirement at the end of this school year.

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

Roll Call

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

VII. Correspondence/Proposals/Reports

A. School Highlights - Presented by Krista Woodgrift, Superintendent of Schools and CEO

Krista Woodgrift presented the School Highlights.

B. Multi-Tiered System of Supports (MTSS) Update - Presented by Theresa Tedesco, Assistant Director of Student Services/MTSS

Theresa Tedesco presented the Multi-Tiered System of Supports (MTSS) update.

C. Student Showcase - Presented by Chelsey Anema, Personalized Learning TK-8 Academy Principal

Chelsey Anema and Ann Marie Furgeson, Reading Specialist, presented the student showcase.

D. Special Education Update - Presented by Kelly Prins, Director of Special Education

Kelly Prins presented the Special Education update.

VIII. Consent

A. Consent- Business Financial/Services

1. Check Register- December 2022
2. Approval of Contract for Legal and Consultant Services with McDougal Boehmer Foley Lyon Mitchell & Erickson
3. Approval of Letter of Agreement with Pepper and Olive Interiors

B. Consent- Education/Student Services

1. Ratification of Services with Dr. Robin Morris
2. Approval of Services with the LaunchPad Therapy for Kids

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C. Consent- Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions
4. Approval of 2023 IRS Mileage Reimbursement Rate
5. Ratification of UKG, Inc. Service Agreement
6. Ratification of Loma Linda University Contract

D. Consent- Policy Development

1. Approval of Existing Board Policies Revised/Reapproved/Rescinded

9000 Series: Revised (Policy)

9323-SO Public Participation at Board Meetings

Reapproved:

Conflict of Interest (COI) Code

9000 Series: Rescinded (Absorbed into the Board of Directors Manual)

9000-SO Role of the Board

9005-SO Governance Standards

9010-SO Public Statements

9011-SO Disclosure of Confidential-Privileged Information

9012-SO Board Member Electronic Communications

9200-SO Limits of Board Member Authority

9224-SO Oath or Affirmation

9224E-SO Oath or Affirmation Exhibit

9230-SO Orientation

9240-SO Board Training

9250-SO Remuneration, Reimbursement

9310-SO Board Policies

9322-SO Agenda Meeting Materials

9324-SO Minutes and Recordings

9400-SO Board Self-Evaluation

9000 Series: Rescinded (Currently Exist in the Board Bylaws)

9100-SO Organization

9110-SO Terms of Office

9121-SO President

9122-SO Secretary

9123-SO Clerk

9222-SO Resignation

9223-SO Filling Vacancies

9260-SO Legal Protection

Steve Fraire

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9270-SO Conflict of Interest
9270E-SO Conflict of Interest Exhibit
9320-SO Meetings & Notices
9321-SO Closed Sessions Purposes and Agendas
9321.1-SO Closed Sessions Actions and Reports
9323.1-SO Actions by the Board

E. Consent Items A through D

S. Houle made a motion to W. Hall, Board President, to approve all items, A through D, in the Consent Section.

S. Fraire seconded the motion.

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

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

Roll Call

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

IX. Business/Financial Services

A. Approval of Thrive Strategic Planning Proposal

S. Houle made a motion to W. Hall, Board President, to approve the Thrive Strategic Planning Proposal as presented.

S. Fraire seconded the motion.

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

Roll Call

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

X. Education/Student Services

A. Approval of 2021-22 School Accountability Report Card (SARC)

S. Fraire made a motion to W. Hall, Board President, to approve the 2021-22 School Accountability Report Card as presented.

S. Houle seconded the motion.

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

Steve Fraire

Signed by Steve Fraire on 7/11/2023

Roll Call

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

XI. Personnel Services

A. Approval of Robert Half Management Resources Contract

S. Houle made a motion to W. Hall, Board President, to approve the contract as presented.

S. Fraire seconded the motion.

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

Roll Call

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

XII. Comments

A. Board Comments

The Board of Directors expressed their heartfelt appreciation for the multi-tiered system of supports success. It is clear to see this initiative's positive impact on the students who participate. The staff's dedication to offering hope and guidance to the students of Sage Oak is inspiring. The positive feedback and testimonials from the parents shared today represent the exceptional job Krista and her team are doing. The meeting was truly uplifting, and it is evident in everything presented that there is a substantial unity of purpose among the Sage Oak team.

B. Superintendent Comments

Superintendent Woodgrift congratulated Emily Horta on her new role as secretary to the corporation. Ms. Woodgrift also wanted to take a moment to highlight the hard work and dedication of two individuals, Theresa Tedesco and Kelly Prins. Theresa has stepped up in her role as assistant director of MTSS. She is exceeding expectations with her leadership in supporting our students and her willingness to do whatever it takes to ensure their success. The entire team is grateful to have Kelly Prins as Sage Oak's Director of Special Education. Her experience, knowledge, wisdom, and professional attitude toward putting the best interest of the school and the students first make her an impact player. Ms. Woodgrift also thanked the Special Education team and their commitment to our students. In addition, Ms. Woodgrift expressed her appreciation to the Board members

Steve Fraire

Signed by Steve Fraire on 7/11/2023

and their continued service. We are thankful for their leadership and encouragement, keeping us on track and on target to meet the needs of our students.

XIII. Closing Items

A. Adjourn Meeting

S. Houle made a motion to W. Hall, Board President, to adjourn the meeting.

S. Fraire seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:36 PM.

Respectfully Submitted,
W. Hall

FOR MORE INFORMATION

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

Steve Fraire

Signed by Steve Fraire on 7/11/2023