

APPROVED



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday June 15, 2023 at 1:30 PM

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](#)

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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

Steve Fraire

Signed by Steve Fraire on 9/19/2023

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.

Directors Present

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

Directors Absent

None

Guests Present

E. Horta, K. Woodgrift (remote), L. Hath (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 Jun 15, 2023 at 1:30 PM.

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. June 15, 2023 Regular Meeting of the Board of Directors

Steve Fraire

Signed by Steve Fraire on 9/19/2023

M. Humphrey made a motion to W. Hall, Board President, to approve the agenda for the Regular Meeting of the Board of Directors on June 15, 2023, as presented.

S. Fraire seconded the motion.

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

Roll Call

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

IV. Approve Minutes

A. May 11, 2023 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 05-11-23.

M. Humphrey seconded the motion.

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

Roll Call

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

V. Public Comment - Closed Session

A. Closed Session

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

M. Humphrey made a motion to W. Hall, Board President, to adjourn to Closed Session at 1:32 pm.

S. Fraire seconded the motion.

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

Roll Call

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

Steve Fraire

Signed by Steve Fraire on 9/19/2023

VII. Closed Session

A. Closed Session Agenda

P.Matz, Board Member, joined the meeting at 1:33 pm.

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

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

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

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

VIII. Reconvene Regular Meeting

A. Report Out Any Action Taken in Closed Session

The Regular Meeting of the Board of Directors reconvened at 1:46 pm.

W. Hall, Board President, reported there was no action taken in Closed Session.

IX. Public Comments/Recognition/Reports

A. Public Comment

There was no request for public comment.

X. Correspondence/Proposals/Reports

A. 2022-2023 School Year in Review - Presented by Krista Woodgrift, Superintendent of Schools and CEO

Krista Woodgrift shared a video for the 2022-2023 school year in review.

B. Sage Oak Charter Schools Leadership Honorees, Presented by Krista Woodgrift, Superintendent of Schools and CEO

Krista Woodgrift and Director of Human Resources Candice Coffey presented the Sage Oak Charter Schools Leadership Honorees to the Board.

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

Chelsey Anema, Kathleen Neff, PLA+ teacher, and Jennifer Rodrigo, PLA teacher, presented the student showcase.

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D. CliftonLarsonAllen LLP (CLA) Governance Entrance Letter - Presented by Tim O'Brien, Director of Business Services

Tim O'Brien presented the Governance Entrance letter from CliftonLarsonAllen (CLA) to the Board.

XI. Consent

A. Consent- Business/Financial Services

1. Check Register- May 2023
2. Ratification of Property and Casualty Insurance Policy Renewals
3. Ratification of Savvas Learning Company LLC, Summer Impact Price Quote Summary
4. Ratification of The Richard B. Eshleman Separate Property Trust Lease
5. Ratification of Instructure Mastery Connect Services Order Form
6. Ratification of AVID Center Product and Services Quote/Order
7. Approval of Community Provider (CP) and Education Material Resource Provider (EMRP) Agreement Revisions

B. Consent- Education/Student Services

1. Approval of Sacramento One-Day Field Trip for 2023-2024 School Year, Grades 8th-12th
2. Approval of Pali Institute Outdoor Science Camp Overnight Field Trip for 2023-2024 School Year, Grades 4th-12th
3. Approval of Sage Oak Charter Schools Parent and Student Handbook Revisions

C. Consent- Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions
4. Approval of 2023-2024 Sage Oak Charter Schools Employee Handbook Revisions

D. Consent- Policy Development

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

1000 Series - Community Relations: Revised

1020-SO Field Trip Policy

5000 Series - Student Services: Revised

Steve Fraire

Signed by Steve Fraire on 9/19/2023

5120-SO Transitional Kindergarten/Kindergarten Enrollment Policy

6000 Series - Instruction: Revised

6005-SO Parent and Family Engagement Policy

6010-SO Independent Study Policy

6020-SO Education for Homeless Children and Youth Policy

6025-SO Section 504 Policy

6030-SO Education for Foster and Mobile Youth Policy

6040-SO Local Assessment Policy

6075-SO Special Education Certificate of Completion Policy

6115-SO Attendance, Support, and Involuntary Disenrollment Policy

6120-SO Meeting Policy

6125-SO Report Card Policy

6150-SO Intervention Policy

6000 Series - Instruction: Reviewed (No changes but annual review required.)

6015-SO Comprehensive Sexual Health Education Policy

6035-SO Mathematics Placement Policy

6095-SO Repeated Courses Policy

6140-SO Satisfactory Educational Progress Policy

1000 Series - Community Relations: Rescinded

1030-SO Safe Operation of Schools (Infectious Disease)

M. Humphrey made a motion to W. Hall, Board President, to approve Consent Items A through D as presented.

S. Fraire seconded the motion.

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

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

XII. Business/Financial Services

A. Approval of Educational Technology Joint Powers Authority Agreement

S. Fraire made a motion to W. Hall, Board President, to approve the Educational Technology Joint Powers Authority Agreement, as presented.

P. Matz seconded the motion.

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

**B. Approval of Charter Petition Revisions in Section Element 10:
Suspension/Expulsion/Involuntary Disenrollment**

Steve Fraire

Signed by Steve Fraire on 9/19/2023

M. Humphrey made a motion to W. Hall, Board President, to approve the charter petition revisions in Section Element 10 Suspension/Expulsion/Involuntary Disenrollment, as presented.

S. Fraire seconded the motion.

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

XIII. Personnel Services

A. Approval of Declarations of Need (DON) for the 2023-2024 School Year

S. Houle made a motion to W. Hall, Board President, to approve the Declarations of Need for the 2023-2024 school year as presented.

P. Matz seconded the motion.

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

B. Approval of Shared Personnel Agreements for July 1, 2023 through June 30, 2024

S. Fraire made a motion to W. Hall, Board President, to approve the Shared Personnel Agreements for July 1, 2023, through June 30, 2023, as presented.

S. Houle seconded the motion.

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

C. Approval of Revisions to Sage Oak Charter Schools Arbitration Agreement

M. Humphrey made a motion to W. Hall, Board President, to approve the revisions to the Sage Oak Charter Schools Arbitration Agreement, as presented.

S. Houle seconded the motion.

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

XIV. Public Hearing

A. Local Control and Accountability Plan (LCAP) 2023-2024, First Reading, and the Local Indicators for the California School Dashboard

A Public Hearing was conducted regarding the Local Control and Accountability Plan (LCAP) for the 2023-2024 school year.

Jamee Block, Director of Education Services, and Rachel Hatch, Senior Administrator of Operations & Accountability, presented the LCAP for 2023-2024 and the Local Indicators for the California School Dashboard.

a. 2023-2024 LCAP Plan Summary - Helendale (#1885)

b. 2023-2024 LCAP Plan Summary - Keppel (#1886)

c. 2023-2024 LCAP Plan Summary - Warner (#2051)

Hearing Open: 2:40 pm **Hearing Closed:** 2:57 pm

B.

Steve Fraire

Signed by Steve Fraire on 9/19/2023

Proposed Budget 2023-2024, First Reading

A Public Hearing was conducted regarding the Proposed Budget for the 2023-2024 school year.

Tim O'Brien, Director of Business Services, presented the proposed 2023-2024 July Budget.

- a. 2023-2024 July Budget - Sage Oak Charter Schools
- b. 2023-2024 LCFF Budget Overview for Parents - Helendale (#1885)
- c. 2023-2024 LCFF Budget Overview for Parents - Keppel (#1886)
- d. 2023-2024 LCFF Budget Overview for Parents - Warner (#2051)
- e. Education Protection Account (EPA) - Helendale (#1885)
- f. Education Protection Account (EPA) - Keppel (#1886)
- g. Education Protection Account (EPA) - Warner (#2051)

Hearing Open: 2:57 pm **Hearing Closed:** 3:09 pm

XV. Calendar

A. Future Meetings

The next scheduled Regular Board Meeting will be held on June 22, 2023.

XVI. Comments

A. Board Comments

The Board acknowledged and gave a shout-out to the Harrelson family showcased during the meeting, expressing appreciation for their participation. Congratulations were extended to Superintendent Woodgrift and the entire leadership team for a great school year, highlighted by achievements such as improved test scores, high parent satisfaction, and staff satisfaction. The Board noted the positive progress of Sage Oak Charter Schools in various categories, including finances, testing, and the Local Control and Accountability Plan, and thanked the staff, students, and parents for their contributions and support throughout the school year.

B. Superintendent Comments

Superintendent Woodgrift shared that it had been an incredible year and extended her gratitude to everyone on the Sage Oak team, noting that working with such a dedicated group is a privilege. The teachers and students brought the "Future World Changers" theme to life. Ms. Woodgrift thanked the two board evaluators, acknowledging their investment of time and positive impact through encouragement, support, and thought-provoking questions that helped her grow as superintendent.

Steve Fraire

Signed by Steve Fraire on 9/19/2023

XVII. Closing Items

A. Adjourn Meeting

M. Humphrey made a motion to W. Hall, Board President, to adjourn the Regular Meeting of the Board of Directors for June 15, 2023.

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 3:13 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 9/19/2023