

APPROVED



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday October 12, 2023 at 9:45 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](#)

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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.

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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

B. Bookser, E. Bunch, E. Horta, K. Woodgrift

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 Oct 12, 2023 at 9:55 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. Administer Oath of Office

The Board approved the reappointment of Michael Humphrey and his relative term at the September 14, 2023, Regular Meeting of the Board of Directors.

The Sage Oak Charter Schools Board of Directors Manual states the following:

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It is a tradition of the Board that, prior to entering office, all Board members take an oath or affirmation. The Oath of Office may be administered and certified by the Superintendent/CEO and/or the Board President.

Superintendent Krista Woodgrift administered the Oath of Office to Michael Humphrey.

IV. Approve/Adopt Agenda

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

M. Humphrey made a motion to W. Hall, Board President, to amend the agenda for October 12, 2023, to remove Closed Session and then approve the agenda.

S. Houle seconded the motion.

The Closed Session agenda was removed from the October 12, 2023, Regular Meeting of the Board of Directors.

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

V. Approve Minutes

A. September 14, 2023 Regular Meeting of the Board of Directors

M. Humphrey made a motion to approve the minutes from Regular Meeting of the Board of Directors on 09-14-23.

P. Matz seconded the motion.

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

VI. Public Comments/Recognition/Reports

A. Public Comment

There was no request for public comment.

VII. Correspondence/Proposals/Reports

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

Krista Woodgrift presented the School Highlights.

B. Principals' Plan for the Year - Presented by the Student Services Department

Erin Bunch, Chelsey Anema, Lana Beshara, and Traci King presented the Principals' Plan for the Year.

C. Student Showcase - Presented by Lana Beshara, Virtual Learning Academy Principal

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Lana Beshara showcased Virtual Learning Academy student Katarina Carney.

D. Sage Oak Charter Schools Crisis Communication Plan, Presented by Courtney Gibson, Senior Administrator, Public Information and Media

Courtney Gibson presented an overview of the Crisis Communication timeline and plan.

VIII. Consent Agenda

A. Consent - Business Financial/Services

1. Check Register - September 2023
2. Ratification of Biometrics4ALL, Inc. Software License Agreement
3. Ratification of Thrive Agreement for Consulting Services
4. Ratification of T-Mobile Project 10Million Agreement (General)
5. Ratification of Max Cases Agreement
6. Ratification of Wise Stamp by VCITA Systems LTD. Invoice
7. Ratification of ADT LLC Amended and Restated Small Business Contract

B. Consent - Student Services

1. Ratification of Educational Discovery Tours, Letter of Understanding
2. Approval of Sage Oak Charter Schools Title I School-Parent Compact for 2023-2024

C. Consent - Personnel Services

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

D. Approve Consent Agenda

S. Fraire made a motion to W. Hall, Board President, to approve the items listed under the Consent Agenda as presented.

M. Humphrey seconded the motion.

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

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

IX. Business Financial/Services

A. (Action) Approval of Sage Oak Charter School- Keppel Petition for Charter Renewal

S. Houle made a motion to W. Hall, Board President, to approve the Sage Oak Charter School-Keppel Petition for Charter Renewal, effective July 1, 2024, through June 30, 2029. as presented.

P. Matz seconded the motion.

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

Steve Fraire

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B. (Action) Approval of Memorandum of Understanding between Sage Oak Charter School-Keppel and the Keppel Union School District

M. Humphrey made a motion to W. Hall, Board President, to approve the Memorandum of Understanding between Sage Oak Charter School-Keppel and the Keppel Union School District, effective July 1, 2024, through June 30, 2029, as presented.

S. Houle seconded the motion.

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

X. Policy Development

A. (Action) Approval of New Board Policy

P. Matz made a motion to W. Hall, Board President, to approve the new policy, SO-3150 Authorization to Hire, as presented.

S. Fraire seconded the motion.

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

XI. Calendar

A. Future Meetings

The next scheduled meeting will be a Study Session held on November 9, 2023.

XII. Comments

A. Board Comments

The Board praised Superintendent Woodgrift and the Sage Oak leadership team for their dedication to meeting individual student needs and their commitment to innovation and student well-being. They expressed that being part of the organization was a privilege and commended its student-centered approach.

B. Superintendent Comments

Superintendent Woodgrift took a moment to celebrate the principals' individual strengths and collective synergy. Leading the way for the Student Services Department, Director Erin Bunch was commended for her visionary leadership. Traci King, the High School Principal, was praised for her creativity and supportive role in her students' future plans. Chelsey Anema, the Personalized Learning Academy Principal, was lauded for her kindness and exceptional organizational and leadership skills. Lana Beshara, the Virtual Learning Academy Principal, was recognized for her tenacity in building a community within the virtual academy and her ability to recruit top talent. Ms. Woodgrift thanked the Board for their consistent support and encouragement.

XIII. Closing Items

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A. Adjourn Meeting

M. Humphrey made a motion to W. Hall, Board President, to adjourn the Regular Meeting of the Board of Directors on October 12, 2023.

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 11:05 AM.

Respectfully Submitted,

W. Hall

Documents used during the meeting

- Oath of Office_10.12.2023.pdf
- Sage Oak Charter Schools Monthly Updates_September 2023.pdf
- Principals' Plan for the Year_10.12.2023.pdf
- Student Showcase Katarina Carney_10.12.2023.pdf
- Sage Oak Charter Schools Crisis Communication Plan Presentation_10.12.2023.pdf
- BUS Consent - Business_Financial Services_10.12.2023.pdf
- Check Register - September 2023.pdf
- Biometrics4ALL, Inc. Software License Agreement_10.12.2023.pdf
- Thrive Agreement for Consulting Services_10.12.2023.pdf
- T-Mobile Project 10Million Agreement (General)_10.12.2023.pdf
- Max Cases Agreement_10.12.2023.pdf
- Wise Stamp by VCITA Systems LTD. Invoice_10.12.2023.pdf
- ADT LLC Amended and Restated Small Business Contract_10.12.2023.pdf
- BUS Consent - Student Services_10.12.2023.pdf
- Educational Discovery Tours, Letter of Understanding_10.12.2023.pdf
- Sage Oak Charter Schools Title I School-Parent Compact for 2023-2024_10.12.2023.pdf
- BUS Consent - Personnel Services_10.12.2023.pdf
- Job Descriptions_10.12.2023.pdf
- Sage Oak Charter School_ Keppel Petition_10.12.2023.pdf
- Memorandum of Understanding_Keppel Union School District_10.12.2023.pdf
- SO-3150 Authorization to Hire Presentation_10.12.2023.pdf
- SO-3150 Authorization to Hire Policy_10.12.2023.pdf

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FOR MORE INFORMATION

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

Steve Fraire

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