

APPROVED



Sage Oak Charter Schools

Minutes

Board of Directors Study Session

Date and Time

Thursday April 11, 2024 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.

Steve Fraire

Signed by Steve Fraire on 5/22/2024

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 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. Horta, K. Woodgrift, T. King

I. Opening Items

A. Call the Meeting to Order

W. Hall called a meeting of the board of directors of Sage Oak Charter Schools to order on Thursday Apr 11, 2024 at 9:56 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. April 11, 2024 Board of Directors Study Session

S. Houle made a motion to W. Hall, Board President, to approve the agenda for the Board of Directors Study Session on 04-11-2024.

S. Fraire seconded the motion.

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

Steve Fraire

Signed by Steve Fraire on 5/22/2024

IV. Public Comment - Closed Session

A. Closed Session

There was no public comment regarding Closed Session.

V. 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 9:58 a.m.

S. Fraire seconded the motion.

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

VI. Closed Session

A. Closed Session Agenda

1. Public Employee Appointment, Employment, Performance Evaluation, Discipline, Dismissal or Release (Gov. Code Section 54957(b))

VII. Reconvene Regular Meeting

A. Report Out Any Action Taken in Closed Session

The Board of Directors Study Session reconvened at 10:15 a.m.

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

VIII. Public Comments/Recognition/Reports

A. Public Comment

There was no request for public comment.

IX. Oral Presentations

A. Annual Review of Superintendent of Schools/CEO Employment Agreement & Job Description, Presented by Candice Coffey, Director of Human Resources

Candice Coffey, Director of Human Resources, presented an annual review of the Superintendent/CEO's Employment Agreement and job description. The Superintendent is tasked with strategic leadership, operational excellence, and community engagement, ensuring alignment with educational standards and the school's mission while managing fiscal operations and staff performance. The employment agreement, a three-year contract, currently from July 1, 2023, to June 30, 2026, with an automatic one-year extension based on a satisfactory performance evaluation, outlines duties, salary,

Steve Fraire

Signed by Steve Fraire on 5/22/2024

benefits, and evaluation processes. These components ensure the Superintendent's role is well-defined, performance-driven, and compliant with legal standards.

B. Artificial Intelligence (AI) Update, Presented by Traci King, High School Principal, and Brad Bookser, Assistant Director of Information Technology

Brad Bookser, Assistant Director of Information Technology, and Traci King, High School Principal, presented an Artificial Intelligence update to the Board of Directors. The AI update focused on the top five concerns about integrating artificial intelligence in education, detailing potential risks and strategies to address them. Concerns include data privacy, ensuring equity and accessibility, ethical use of AI, potential depersonalization, and the risk of over-reliance on technology in learning environments. Solutions involve regular audits for data privacy, promoting AI literacy among teachers and students, and establishing clear ethical guidelines to prevent bias and maintain human-centric educational practices.

X. Calendar

A. Future Meetings

The next Regular Meeting of the Board of Directors will be held on May 9, 2024.

XI. Closing Items

A. Adjourn Meeting

P. Matz made a motion to W. Hall, Board President, to adjourn the Board of Directors Study Session on April 11, 2024.

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 11:03 AM.

Respectfully Submitted,

W. Hall

Documents used during the meeting

- 2023-2026 Superintendent of Schools_CEO_Employment Agreement & Job Description_4.11.2024.pdf
- Artificial Intelligence (AI) Update Presentation_4.11.2024.pdf

FOR MORE INFORMATION

For more information concerning this agenda, contact

Steve Fraire

Signed by Steve Fraire on 5/22/2024

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