

APPROVED



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday June 13, 2024 at 10:30 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.

William Hall

Signed by William Hall on 8/9/2024

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 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

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

Directors Absent

M. Humphrey

Guests Present

B. Bookser, C. Coffey, E. Horta, K. Cody, 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 Jun 13, 2024 at 10:40 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 13, 2024 Regular Meeting of the Board of Directors

S. Fraire made a motion to W. Hall, Board President, to approve the agenda for the June 13, 2024, Regular Meeting of the Board of Directors as presented.

S. Houle seconded the motion.

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

William Hall

Signed by William Hall on 8/9/2024

Roll Call

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

IV. Approve Minutes

A. (Action) Approval of Minutes for May 9, 2024 Regular Meeting of the Board of Directors

S. Houle made a motion to W. Hall, Board President, to approve the minutes from the Regular Meeting of the Board of Directors on 05-09-24.

P. Matz seconded the motion.

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

Roll Call

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

V. Public Comments/Recognition/Reports

A. Public Comment

There was no request for public comment.

VI. Correspondence/Proposals/Reports

A. 2023-2024 School Year in Review - Presented by Krista Woodgrift, Superintendent of Schools and CEO

Krista Woodgrift presented the school year in review highlights.

VII. Consent Agenda

A. Consent - Business Financial/Services

1. Check Register - May 2024
2. Ratification of North Orange County Community College District, Application and Agreement of Use of Facilities
3. Ratification of Association of Personalized Learning Schools & Services (APlus+), Contract Services Agreement (Renewal)
4. Ratification of 2024-2025 Tech & Mortar, LLC Statement of Work (Renewal)

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5. Ratification of Phoenix Performance Partners Proposal
6. Ratification of ClickUp Professional Services Statement of Work
7. Ratification of Splashtop Quote (Renewal)
8. Ratification of Parsec Education Inc., Service Order - Consulting
9. Ratification of Parsec Education Inc., Service Order - Strategic Planning Platform
10. Ratification of Property and Casualty Insurance Policy Renewals
11. Approval of Community Provider (CP) and Education Material Resource Provider (EMRP) Agreement Revisions
12. Ratification of School Pathways, LLC Quote Form with Sage Oak Charter School (GG4L)
13. Ratification of School Pathways, LLC Quote Form with Sage Oak Charter School - South (GG4L)
14. Ratification of Instructure, Inc. Services Order Form (Canvas Renewal)
15. Ratification of School Pathways, LLC Quote Form #17034
16. Ratification of Tech to School Quote

B. Consent - Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions
4. Approval of 2024-2025 Sage Oak Charter Schools Employee Handbook Revisions

C. Consent- Policy Development

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

1000 Series- Community Relations: Revised

- 1025-SO Uniform Complaint Policy
- 1035-SO Access to Public Records Policy

5000 Series- Student Services: Revised

- 5030-SO Immunization Policy

6000 Series- Instruction: Revised

- 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 Assessment Policy
- 6060-SO Special Education Assessment Request Policy
- 6070-SO Independent Educational Evaluation Policy
- 6150-SO Intervention Policy
- 6115-SO Attendance, Support, and Involuntary Disenrollment Policy
- 6140-SO Satisfactory Educational Progress Policy

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6210-SO Graduation Policy

1000 Series- Community Relations: Reviewed (No changes, but annual review required.)

1010-SO Civility Policy

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

6055-SO Educational Activity Policy

6000 Series- Instruction: Rescinded

6050-SO Virtual Proctoring Policy

D. Consent - Student Services

1. Approval of Sage Oak Charter Schools Parent and Student Handbook
2. Approval of Sage Oak Charter Schools Title I School-Parent/Guardian Compact

E. (Action) Approval of Consent Agenda

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

S. Fraire seconded the motion.

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

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

Roll Call

M. Humphrey Absent

S. Fraire Aye

S. Houle Aye

W. Hall Aye

P. Matz Aye

VIII. Business Financial/Services

A. (Action) Approval of Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Reports for Sage Oak Charter Schools

P. Matz made a motion to W. Hall, Board President, to approve Proposition 28, Arts and Music in Schools funding, 2023-2024 Annual Reports for Sage Oak Charter Schools as presented.

S. Fraire seconded the motion.

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

Roll Call

S. Houle Aye

S. Fraire Aye

William Hall

Signed by William Hall on 8/9/2024

Roll Call

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

B. (Action) Approval of Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Certifications for Sage Oak Charter Schools

S. Houle made a motion to W. Hall, Board President, to approve Proposition 28 Arts and Music in Schools funding, 2023-2024 Annual Certifications for Sage Oak Charter Schools as presented.

S. Fraire seconded the motion.

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

Roll Call

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

IX. Operations and Accountability Services

A. (Action) Approval of Sage Oak Charter Schools English Learner (EL) Master Plan 2024-2025

S. Houle made a motion to W. Hall, Board President, to approve the Sage Oak Charter Schools English Learner (EL) Master Plan 2024-2025 as presented.

P. Matz seconded the motion.

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

Roll Call

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

X. Personnel Services

A. (Action) Approval of Director of Human Resources: Talent and Engagement Candidate

S. Houle made a motion to W. Hall, Board President, to approve the Director of Human Resources: Talent and Engagement Candidate, Kerry Cody, and be placed on step C of Range 17A with an annual salary of \$164,384.

S. Fraire seconded the motion.

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

William Hall

Signed by William Hall on 8/9/2024

Roll Call

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

XI. Public Hearing

A. (Hearing) 2024-2025 Local Control and Accountability Plans (LCAP) for Sage Oak Charter Schools and Local Performance Indicator Self-Reflection Reports for the California School Dashboard, First Reading

A Public Hearing was conducted regarding the 2024-2025 Local Control and Accountability Plans (LCAP) for Sage Oak Charter Schools.

Lisa Thompson, Assistant Superintendent of Operations and Accountability presented the LCAPs for 2024-2025 and the Local Performance Indicators.

There was no request for public comment.

Hearing Opened: 11:07 a.m.

Hearing Closed: 11:27 a.m.

B. (Hearing) 2024-2025 Proposed July Budget - Sage Oak Charter Schools, First Reading

A Public Hearing was conducted regarding the 2024-2025 Proposed July Budget for Sage Oak Charter Schools.

Tim O'Brien, Assistant Superintendent of Business Services presented the 2024-2025 Proposed July Budget.

There was no request for public comment.

Hearing Opened: 11:28 a.m.

Hearing Closed: 11:44 a.m.

XII. Calendar

A. Future Meetings

The next scheduled meeting will be a Regular Board of Directors Meeting held on June 20, 2024.

XIII. Comments

William Hall

Signed by William Hall on 8/9/2024

A. Board Comments

The Board welcomed Kerry Cody to the Sage Oak leadership team and recognized Superintendent Woodgrift for her long-term impact on staff retention rates. They praised the team's cohesiveness and committed efforts, contributing to a positive and productive environment.

B. Superintendent Comments

Superintendent Woodgrift expressed her excitement for Kerry Cody joining the leadership team and looks forward to her contributions. She announced that the August Board study session will include the Board's evaluation, with preparation details to follow over the summer. Ms. Woodgrift congratulated everyone on an outstanding year, highlighting the team's synergy and commitment to students, and looks forward to another great year ahead.

XIV. 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 13, 2024.

S. Fraire seconded the motion.

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

Roll Call

P. Matz Aye

M. Humphrey Absent

S. Fraire Aye

W. Hall Aye

S. Houle Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:50 AM.

Respectfully Submitted,

W. Hall

Documents used during the meeting

- Sage Oak Charter Schools Monthly Updates_May 2024.pdf
- BUS Consent - Business_Financial Services_6.13.2024.pdf
- Check Register - May 2024.pdf
- North Orange County Community College District, Application and Agreement of Use of Facilities_6.13.2024.pdf

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- Association of Personalized Learning Schools & Services (APlus+), Contract Services Agreement (Renewal)_6.13.2024.pdf
- 2024-2025 Tech & Mortar, LLC Statement of Work (Renewal)_6.13.2024.pdf
- Phoenix Performace Partners Proposal_6.13.2024.pdf
- ClickUp Professional Services Statement of Work_6.13.2024.pdf
- Splashtop Quote (Renewal)_6.13.2024.pdf
- Parsec Education Inc., Service Order - Consulting_6.13.2024.pdf
- Parsec Education Inc., Service Order - Strategic Planning Platform_6.13.2024.pdf
- Property and Casualty Insurance Policy Renewals_6.13.2024.pdf
- Community Provider (CP) and Education Material Resource Provider (EMRP) Agreement Revisions_6.13.2024.pdf
- School Pathways, LLC Quote Form with Sage Oak Charter School (GG4L)_6.13.2024.pdf
- School Pathways, LLC Quote Form with Sage Oak Charter School - South (GG4L)_6.13.2024.pdf
- Instructure, Inc. Services Order Form (Canvas Renewal)_6.13.2024.pdf
- School Pathways, LLC Quote Form #17034_6.13.2024.pdf
- Tech to School Quote_6.13.2024.pdf
- BUS Consent - Personnel Services_6.13.2024.pdf
- Job Descriptions_6.13.2024.pdf
- 2024-2025 Sage Oak Charter Schools Employee Handbook Revisions_6.13.2024.pdf
- BUS Consent - Policy Development_6.13.2024.pdf
- BUS Consent - Student Services_6.13.2024.pdf
- Sage Oak Charter Schools Parent and Student Handbook_6.13.2024.pdf
- Sage Oak Charter Schools Title I School-Parent_Guardian Compact_6.13.2024.pdf
- Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Report_Sage Oak Charter School #1885_6.13.2024.pdf
- Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Report_Sage Oak Charter School - Keppel #1886_6.13.2024.pdf
- Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Report_Sage Oak Charter School - South #2051_6.13.2024.pdf
- Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Certification_Sage Oak Charter School #1885_6.13.2024.pdf
- Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Certification_Sage Oak Charter School - Keppel #1886_6.13.2024.pdf
- Proposition 28 Arts and Music in Schools Funding, 2023-2024 Annual Certification_Sage Oak Charter School - South #2051_6.13.2024.pdf

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- Sage Oak Charter Schools English Learner Master Plan 2024-2025_Presentation_6.13.2024.pdf
- Sage Oak Charter Schools English Learner Master Plan 2024-2025_6.13.2024.pdf
- Sage Oak Charter Schools English Learner Master Plan 2024-2025_Redline_6.13.2024.pdf
- Summary of Changes_English Learner Master Plan 2024-2025_6.13.2024.pdf
- Kerry Cody_6.13.2024.pdf
- 2024-2025 Local Control and Accountability Plans (LCAP) & Local Indicators Presentation_6.13.2024.pdf
- 2024-2025 LCAP Plan Summary - Sage Oak Charter School #1885_6.13.2024.pdf
- 2024-2025 LCAP Plan Summary - Sage Oak Charter School - Keppel #1886_6.13.2024.pdf
- 2024-2025 LCAP Plan Summary - Sage Oak Charter School - South #2051_6.13.2024.pdf
- 2024-2025 Local Performance Indicator Self-Reflection Report - Sage Oak Charter School #1885_6.13.2024.pdf
- 2024-2025 Local Performance Indicator Self-Reflection Report - Sage Oak Charter School - Keppel #1886_6.13.2024.pdf
- 2024-2025 Local Performance Indicator Self-Reflection Report - Sage Oak Charter School - South #2051_6.13.2024.pdf
- 2024-2025 Proposed July Budget Presentation_6.13.2024.pdf
- 2024-2025 Proposed July Budget - Sage Oak Charter Schools_6.13.2024.pdf
- 2024-2025 LCFF Budget Overview for Parents - Sage Oak Charter School #1885_6.13.2024.pdf
- 2024-2025 LCFF Budget Overview for Parents - Sage Oak Charter School - Keppel #1886_6.13.2024.pdf
- 2024-2025 LCFF Budget Overview for Parents - Sage Oak Charter School - South #2051_6.13.2024.pdf
- Education Protection Account (EPA) - Sage Oak Charter School #1885_6.13.2024.pdf
- Education Protection Account (EPA) - Sage Oak Charter School - Keppel #1886_6.13.2024.pdf
- Education Protection Account (EPA) - Sage Oak Charter School - South #2051_6.13.2024.pdf

FOR MORE INFORMATION

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

William Hall

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