APPROVED

# Sage Oak Charter Schools

# Minutes

## Board of Directors Study Session

**Date and Time**
Thursday August 14, 2025 at 11:25 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**
ID: 92966021630
Passcode: 288044

**(US) +1 346-248-7799**
Passcode: 288044

**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.

**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.

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**Directors Present**

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

**Directors Absent**

M. Humphrey

**Guests Present**

B. Bookser, E. Horta, K. Woodgrift, L. Snee, T. King

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## 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 Aug 14, 2025 at 11:26 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 August 14, 2025 Board of Directors Study Session

S. Houle made a motion to W. Hall, Board President, to approve the agenda as presented for the August 14, 2025, Board of Directors Study session.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## IV. Approve Minutes

### A. (Action) Approval of Minutes for June 12, 2025 Regular Meeting of the Board of Directors

P. Matz made a motion to W. Hall, Board President, to approve the minutes as presented from the Regular Meeting of the Board of Directors on 06-12-25.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

### B. (Action) Approval of Minutes for June 18, 2025 Regular Meeting of the Board of Directors

S. Houle made a motion to W. Hall, Board President, to approve the minutes as presented from the Regular Meeting of the Board of Directors on 06-18-25.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## V. Public Comment - Closed Session

### A. Public Comment

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**

S. Houle made a motion to W. Hall, Board President, to adjourn to Closed Session at 11:28 a.m.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## VII. Closed Session

### A. Closed Session Agenda

**1. Public Employee Appointment**
(Gov. Code section 54957(b)(1).)
Title: *Superintendent Designee*

## VIII. Reconvene Regular Meeting

### A. Report Out Any Action Taken in Closed Session

The Board of Directors Study Session reconvened at 11:37 a.m. W. Hall, Board President, reported that no action was taken in Closed Session.

## IX. Public Comments/Recognition/Reports

### A. Public Comment

There was no request for public comment.

## X. Human Resources

### A. (Action) Approval of 2025-26 Superintendent/CEO Evaluation Timeline and Plan

S. Houle made a motion to W. Hall, Board President, to approve the 2025-26 Superintendent/CEO Evaluation Timeline and Plan as presented.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

**Roll Call**

P. Matz Aye

## XI. Oral Presentations

### A. Annual Board of Directors' Self-Evaluation

The Board discussed succession planning, recruitment, and orientation for new members, emphasizing the importance of an ongoing process to identify and prepare candidates who align with Sage Oak's educational approach and values. Prospective members may be invited to observe meetings prior to consideration. Superintendent Woodgrift outlined the New Board Member Plan as detailed in the Board of Directors Manual, including collaboration with the Board President on orientation, distribution of key governance documents and resources, a facilities tour, and introductions with staff. The updated orientation presentation was highlighted as an onboarding resource, and the Board reaffirmed the importance of a documented process consistent with bylaws while sustaining its collaborative culture.

### B. Sage Oak Charter Schools Strategic Plan 2025-26

Superintendent Krista Woodgrift presented the 2025–26 Strategic Plan, noting its alignment with Sage Oak's mission, vision, and values, and its development through stakeholder input, data analysis, and collaboration across departments. The plan maintains three strategic goals: *Student Success*, *Engagement*, and *Smart Learning Systems*, while introducing key initiatives such as the Power Standards Initiative to improve math outcomes, a Professional Development Passport to personalize staff learning, and Sage Crates curriculum kits to provide curated options for families. The Board recognized the plan as a thoughtful, data-driven approach that continues to strengthen unity of purpose**,** accountability, and innovation.

### C. AI Master Plan

Brad Bookser, Director of Information Technology, and Traci King, Director of Secondary Education/Principal, presented the AI Master Plan for 2025–26, outlining Sage Oak's strategic and student-centered approach to integrating artificial intelligence (AI). The plan emphasizes AI as an educational strategy to enhance teaching and personalized learning, while ensuring safety, equity, privacy, and transparency. Key elements include AI literacy instruction, clear policies and acceptable use guidelines, and an opt-in framework for families. Implementation will follow a phased process with staff training, feedback loops, and continuous refinement. The Board noted the comprehensive and thoughtful nature of the plan, recognizing its balance of innovation, responsibility, and long-term impact.

## XII. Calendar

### A. Future Meetings

The next scheduled meeting will be a Regular Board of Directors Meeting held on September 11, 2025.

## XIII. Closing Items

### A. Adjourn Meeting

S. Fraire made a motion to W. Hall, Board President, to adjourn the Board of Directors Study Session on August 14, 2025.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:48 PM.

Respectfully Submitted,
W. Hall

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**Documents used during the meeting**

- 2025-26 Superintendent_CEO Evaluation Timeline and Plan_8.14.2025.pdf
- Annual Board of Directors' Self-Evaluation_DRAFT_8.14.2025.pdf
- Sage Oak Charter Schools Strategic Plan 2025-26_8.14.2025.pdf
- AI Master Plan_8.14.2025.pdf

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