

APPROVED

SAGE OAK  
CHARTER SCHOOLS



## Sage Oak Charter Schools

### Minutes

#### Board of Directors Study Session

---

##### Date and Time

Thursday November 13, 2025 at 10:15 AM

##### Location

Sage Oak Charter Schools

1473 Ford Street, Suite #105

Redlands, CA 92373

##### [Join Zoom Meeting](#)

ID: 99989756375

Passcode: 728780

##### [\(US\) +1 253-205-0468](#)

Passcode: 728780

##### Teleconference Locations

1185 Calle Dulce, Chula Vista, CA 91910

39251 Camino Las Hoyas, Indio, CA 92203

16222 Quail Rock Road, Ramona, CA 92065

25 Kingston Court E., Coronado, CA 92118

---

#### 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**

---

*Steve Fraire*

Signed by Steve Fraire on 1/13/2026

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**

P. Matz (remote), S. Fraire (remote), S. Houle (remote), W. Hall (remote)

**Directors Absent**

M. Humphrey

**Guests Present**

B. Bookser (remote), E. Horta (remote), K. Woodgrift (remote), L. Snee

---

**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 Nov 13, 2025 at 10:18 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 Agenda**

**A. (Action) Approval of Agenda for November 13, 2025 Board of Directors Study Session**

*Steve Fraire*

Signed by Steve Fraire on 1/13/2026

S. Houle made a motion to W. Hall, Board President, to approve the agenda as presented for the November 13, 2025, Board of Directors Study Session.

P. Matz seconded the motion.

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

**Roll Call**

W. Hall      Aye

S. Houle      Aye

P. Matz      Aye

M. Humphrey    Absent

S. Fraire      Aye

#### **IV. Public Comment - Closed Session**

##### **A. Public Comment**

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**

P. Matz made a motion to W. Hall, Board President, to adjourn to Closed Session at 10:20 a.m.

S. Houle seconded the motion.

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

**Roll Call**

S. Houle      Aye

S. Fraire      Aye

P. Matz      Aye

W. Hall      Aye

M. Humphrey    Absent

#### **VI. Closed Session**

##### **A. Closed Session Agenda**

###### **1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

(Gov. Code Section 54956.9(d)(2))

Case No. 2025-11-13-03

#### **VII. Reconvene Regular Meeting**

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

The Board of Directors Study Session reconvened at 10:38 a.m.

*Steve Fraire*

Signed by Steve Fraire on 1/13/2026

S. Houle made a motion to W. Hall, Board President, in the matter of item no. A1 on the Closed Session agenda, Conference with Legal Counsel - Anticipated Litigation, to settle Case No. 2025-11-13-03.

P. Matz seconded the motion.

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

#### **Roll Call**

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

### **VIII. Public Comments/Recognition/Reports**

#### **A. Public Comment**

There was no request for public comment.

### **IX. Oral Presentations**

#### **A. Filling a Board Vacancy**

Superintendent Woodgrift reviewed the current guidelines in the Third Amended Bylaws of Sage Oak Charter Schools regarding the filling of a board vacancy. The Board affirmed the use of an advisory committee to identify candidates, ensuring strong alignment and board chemistry. The Board emphasized the need to take the necessary time to find the right person, including inviting candidates to observe a Board meeting. Superintendent Woodgrift will draft guiding principles and process steps to be added to the Board of Directors Manual for review at the December Board meeting.

### **X. Calendar**

#### **A. Future Meetings**

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

### **XI. Closing Items**

#### **A. Adjourn Meeting**

S. Houle made a motion to W. Hall, Board President, to adjourn the Board of Directors Study Session on November 13, 2025.

P. Matz seconded the motion.

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



Signed by Steve Fraire on 1/13/2026

**Roll Call**

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:56 AM.

Respectfully Submitted,

W. Hall

---

**Documents used during the meeting**

- Filling a Board Vacancy\_11.13.2025.pdf
- Third Amended Bylaws of Sage Oak Charter Schools\_11.13.2025.pdf

---

FOR MORE INFORMATION

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

*Steve Fraire*

Signed by Steve Fraire on 1/13/2026