

APPROVED

SAGE OAK
CHARTER SCHOOLS



Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday February 12, 2026 at 11:30 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

Link to [Join Zoom Meeting](#)

ID: 93057825960

Passcode: 072718

Dial In: [\(US\) +1 301-715-8592](#)

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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 3/18/2026

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

Directors who left before the meeting adjourned

P. Matz

Guests Present

B. Bookser, E. Horta, K. Woodgrift, L. Snee, L. Thompson, T. Tedesco

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 Feb 12, 2026 at 11:44 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 February 12, 2026 Regular Meeting of the Board of Directors

Steve Fraire

Signed by Steve Fraire on 3/18/2026

S. Fraire made a motion to W. Hall, Board President, to approve the agenda as presented for the February 12, 2026, Regular Meeting of the Board of Directors.

S. Houle seconded the motion.

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

Roll Call

S. Houle Aye

S. Fraire Aye

M. Humphrey Aye

P. Matz Aye

W. Hall Aye

IV. Approve Minutes

A. (Action) Approval of Minutes for January 8, 2026 Regular Meeting of the Board of Directors

M. Humphrey made a motion to W. Hall, Board President, to approve the minutes from the Regular Meeting of the Board of Directors on 01-08-26.

P. Matz seconded the motion.

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

Roll Call

M. Humphrey Aye

P. Matz Aye

W. Hall Aye

S. Fraire Aye

S. Houle Aye

V. Public Comments/Recognition/Reports

A. Public Comment

- Non-Agendaized Topic: Dianna Voss addressed the Board regarding her belief that there are ongoing IEP compliance concerns affecting her son.

VI. Correspondence/Proposals/Reports

A. Sage Oak Highlights

Krista Woodgrift, Superintendent & CEO, presented the Sage Oak Highlights for December 2025 & January 2026.

B. MTSS Update

Theresa Tedesco, Director of Student Services, Chenin Northgrave, Assistant Director of Student Services, and Amy Elwood, Student Services Coordinator, presented the Multi-Tiered System of Supports (MTSS) update.

Steve Fraire

Signed by Steve Fraire on 3/18/2026

C. Student Highlight

Theresa Tedesco, Director of Student Services, presented a student highlight featuring Adi Prabhakar.

D. Local Control and Accountability Plan (LCAP) Mid-Year Report

Jodi Cope, Director of Operations & Accountability, presented the Local Control and Accountability Plan (LCAP) mid-year report.

E. Overview of the Governor's Budget

Tim O'Brien, Assistant Superintendent of Business Services, presented an overview of the Governor's budget.

F. Review of Sage Oak Charter Schools Governance Documents

Krista Woodgrift, Superintendent & CEO, presented a review of Sage Oak Charter Schools' governance documents.

VII. Consent Agenda

A. Consent - Business Services

1. Check Register - January 2026
2. Report of Investment Activity - December 2025
3. Ratification of Office Beacon Agreement No. 0008779
4. Ratification of Opichi LLC Special Education Assessment Management System Proposal
5. Ratification of Stillings Construction Proposal
6. Ratification of WiarCom, Inc./Advanced Tracking Technologies, Inc.

B. Consent - Education Services

1. Ratification of Springhill Suites Corona Riverside Banquet Event Order

C. Consent - Human Resources

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions
4. Ratification of Leonard and Company, Inc. Contract for Outdoor Advertising
5. Ratification of Screen Vision Media Advertising Order

D. Consent - Operations & Accountability

1. Ratification of YellowFolder Quote No. 2021576

Steve Fraire

Signed by Steve Fraire on 3/18/2026

2. Approval of 2026-27 Master Agreement & Acknowledgement of Responsibilities

E. (Action) Approval of Consent Agenda

Items listed under Consent are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Agenda upon the request of any member of the Board, discussed, and acted upon separately.

P. Matz made a motion to W. Hall, Board President, to approve the items under the Consent Agenda as presented.

S. Houle seconded the motion.

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

Roll Call

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

VIII. Education Services

A. (Action) Approval of 2026-27 Catalina Island Marine Institute Overnight Field Trip Request Form & CIMI Toyon Bay Agreement

S. Houle made a motion to W. Hall, Board President, to approve the 2026-27 Catalina Island Marine Institute Overnight Field Trip Request Form & CIMI Toyon Bay Agreement as presented.

S. Fraire seconded the motion.

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

Roll Call

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

IX. Human Resources

A. (Action) Approval of Sage Oak Charter Schools' Comprehensive School Safety Plan (CSSP), Presented by Martha Villalobos, Senior Administrator, Human Resources

S. Houle made a motion to W. Hall, Board President, to approve the Sage Oak Charter Schools' Comprehensive School Safety Plan (CSSP) as presented.

S. Fraire seconded the motion.

Steve Fraire

Signed by Steve Fraire on 3/18/2026

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

Roll Call

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

B. (Action) Approval of Retroactive Base Pay Standardized Language for Teaching Positions Effective July 1, 2018

S. Fraire made a motion to W. Hall, Board President, to approve the Retroactive Base Pay Standardized Language for Teaching Positions Effective July 1, 2018 as presented. S. Houle seconded the motion.

**The base pay for all teaching positions, retroactive to July 1, 2018, is determined by the board-approved salary and the employee's agreed-upon full-time equivalent (FTE) for the applicable work year/contract term, with part-time teachers compensated on a prorated basis according to the agreed-upon FTE.*

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

Roll Call

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

X. Policy Development

A. (Action) Approval of New 5100-SO Immigration Enforcement Activity Policy

S. Fraire made a motion to W. Hall, Board President, to approve the new 5100-SO Immigration Enforcement Activity Policy as presented.

P. Matz seconded the motion.

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

Roll Call

S. Fraire Aye
S. Houle Aye
W. Hall Aye
P. Matz Aye
M. Humphrey Aye
P. Matz left at 12:49 PM.

XI. Organizational Structure - Annual Meeting of the Board

Steve Fraire

Signed by Steve Fraire on 3/18/2026

A. (Action) Approval of 2026-27 Sage Oak Charter Schools Board Meeting Calendar

S. Houle made a motion to W. Hall, Board President, to approve the 2026-27 Sage Oak Charter Schools Board Meeting Calendar.

S. Fraire seconded the motion.

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

Roll Call

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

B. (Action) Election of the Sage Oak Charter Schools Board President

S. Fraire made a motion to nominate William Hall as Sage Oak Charter Schools Board President for a one-year term.

S. Houle seconded the motion.

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

Roll Call

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

C. (Action) Election of the Sage Oak Charter Schools Board Vice President

S. Houle made a motion to nominate Michael Humphrey as Sage Oak Charter Schools Board Vice President for a one-year term.

S. Fraire seconded the motion.

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

Roll Call

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

D. (Action) Election of the Sage Oak Charter Schools Board Clerk

S. Houle made a motion to nominate Steve Fraire as Sage Oak Charter Schools Board Clerk for a one-year term.

M. Humphrey seconded the motion.

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

Steve Fraire

Signed by Steve Fraire on 3/18/2026

Roll Call

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

XII. Oral Presentations

A. AI Update

Brad Bookser, Director of Information Technology, presented an AI update on navigating California's AI literacy laws.

XIII. Calendar

A. Future Meetings

The next scheduled meeting will be a Regular Board of Directors Meeting held on March 12, 2026.

XIV. Comments

A. Board Comments

Board members thanked staff for the detailed reports and presentations in today's meeting, noting that the information was valuable and engaging.

B. Superintendent Comments

Superintendent Woodgrift recognized Lisa Thompson, Assistant Superintendent of Operations & Accountability, and Theresa Tedesco, Director of Student Services, for their leadership and presentations, highlighting Lisa's oversight of clean audits and strong assessment participation rates, and Theresa's dedication to supporting vulnerable students and improving English learner reclassification outcomes. She also expressed appreciation for the AI presentation, emphasizing the importance of AI literacy for the future, and thanked the Board for their continued support.

XV. Closing Items

A. Adjourn Meeting

S. Fraire made a motion to W. Hall, Board President, to adjourn the Regular Meeting of the Board of Directors on February 12, 2026.

S. Houle seconded the motion.

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

Steve Fraire

Signed by Steve Fraire on 3/18/2026

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:08 PM.

Respectfully Submitted,
W. Hall

Documents used during the meeting

- Sage Oak Highlights_December 2025 & January 2026.pdf
- MTSS Presentation.pdf
- Student Highlight_Adi Prabhakar.pdf
- LCAP Mid-Year Report Presentation.pdf
- Overview of the Governor's Budget Presentation.pdf
- Sage Oak Charter Schools Governance Documents.pdf
- BUS Consent - Business Services.pdf
- BUS Consent - Education Services.pdf
- BUS Consent - Human Resources.pdf
- BUS Consent - Operations & Accountability.pdf
- 2026-27 Catalina Island Marine Institute Overnight Field Trip Request Form.pdf
- CIMI Toyon Bay Agreement.pdf
- Sage Oak Charter Schools CSSP Revisions.pdf
- Sage Oak Charter Schools CSSP.pdf
- 5100-SO Immigration Enforcement Activity Policy.pdf
- 2026-27 Sage Oak Charter Schools Board Meeting Calendar.pdf
- Navigating California's AI Literacy Laws.pdf

FOR MORE INFORMATION

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

Steve Fraire

Signed by Steve Fraire on 3/18/2026