APPROVED

Sage Oak Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time
Thursday September 10, 2026 at 9:50 AM

Location
Sage Oak Charter Schools
1455 Ford Street, Suite #104
Redlands, CA 92346

Regus- Gateway Chula Vista
333 H Street, Suite 5000
Chula Vista, CA 91910

Link to Join Zoom Meeting
ID: 92680636901
Passcode: 975768

Dial In: (US) +1 305-224-1968
Passcode: 975768

MISSION STATEMENT
Educating students through a personalized and collaborative learning approach, empowering them to lead purposeful and productive lives.

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

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meeting of the Governing Board may request assistance by contacting Sage Oak Charter Schools.

Directors Present
M. Humphrey (remote), P. Matz, S. Fraire, S. Houle, W. Hall

Directors Absent
None

Guests Present
B. Bookser, E. Horta, H. Tahmas, K. Woodgrift, L. Snee, T. O'Brien, T. Ryckman

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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 Sep 10, 2026 at 9:52 AM.

B. Record Attendance

Board Member M. Humphrey attended the meeting remotely as a reasonable accommodation for a qualifying disability pursuant to Government Code section 54953(c).

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 September 10, 2026 Regular Meeting of the Board of Directors

S. Houle made a motion to W. Hall, Board President, to approve the agenda as presented.
M. Humphrey seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

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IV. Approve Minutes

A. (Action) Approval of Minutes for August 13, 2026 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 08-13-26.
P. Matz seconded the motion.
The board **VOTED** to approve the motion.

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

B. (Action) Approval of Minutes for August 20, 2026, Special Meeting of the Board of Directors

M. Humphrey made a motion to W. Hall, Board President, to approve the minutes as presented from the Special Meeting of the Board of Directors on 08-20-26.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

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

V. Public Comment - Closed Session

A. Public Comment

There was no request for 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. Fraire made a motion to W. Hall, Board President, to adjourn to Closed Session at 9:56 a.m.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

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Roll Call

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

VII. Closed Session

A. Closed Session Agenda

1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(Gov. Code section 54957)

VIII. Reconvene Regular Meeting

A. Report Out Any Action Taken in Closed Session

The Regular Meeting of the Board of Directors reconvened at 10:13 a.m.

W. Hall, Board President, reported that no action was taken.

IX. Public Comment - Open Session

A. Public Comment

There was no request for public comment.

X. Correspondence/Proposals/Reports

A. Sage Oak Highlights

Krista Woodgrift, Superintendent & CEO, presented the Sage Oak Highlights for July & August 2026.

B. Fiscal Update

Habib Tahmas, Senior Director of Fiscal Services, presented a fiscal update.

C. CliftonLarsonAllen LLP Correspondence

Habib Tahmas, Senior Director of Fiscal Services, presented a letter from CliftonLarsonAllen LLP.

D. Artificial Intelligence (AI) Policy Update

Todd Ryckman, Chief Technology Officer, and Brad Bookser, Director II of Information Technology, provided an update on Sage Oak Charter Schools' Artificial Intelligence Policy.

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XI. Consent Agenda

A. Consent Items - Business Services

1. Check Register - August 2026
2. Report of Investment Activity - July 2026

B. Consent Items - Education Services

1. Ratification of 2026-27 Nonpublic, Nonsectarian School/Agency Services, Master Contract and Individual Service Agreement
2. Ratification of 2026-27 Special Education Contracted Vendors List

C. Consent Items - Human Resources

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions

D. (Action) Approval of Consent Agenda

S. Fraire made a motion to W. Hall, Board President, to approve the Consent Agenda as presented.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

XII. Board Governance

A. (Action) Approval of Annual Board of Directors' Self-Evaluation

M. Humphrey made a motion to W. Hall, Board President, to approve the Annual Board of Directors' Self-Evaluation as presented.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

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Roll Call

S. Houle	Aye

B. (Action) Approval of Sage Oak Charter Schools Strategic Plan 2026-27

P. Matz made a motion to W. Hall, Board President, to approve the Sage Oak Charter Schools Strategic Plan for 2026-27 as presented.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. (Action) Approval of Sage Oak Charter Schools Board Director Reappointment and Term of Office- W. Hall

P. Matz made a motion to approve the reappointment and three-year term of Board Director William Hall.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. (Action) Approval of Sage Oak Charter Schools Board Director Reappointment and Term of Office- M. Humphrey

S. Houle made a motion to W. Hall, Board President, to approve the reappointment and three-year term of Board Director Michael Humphrey.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E.

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(Action) Approval of Sage Oak Charter Schools Board Director Reappointment and Term of Office- P. Matz

M. Humphrey made a motion to W. Hall, Board President, to approve the reappointment and three-year term of Board Director Peter Matz.
S. Houle seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

F. Administer Oath of Office

Krista Woodgrift, Superintendent & CEO, administered the Oath of Office to Board Directors William Hall, Michael Humphrey, and Peter Matz.

XIII. Business Services

A. (Action) Approval of Sage Oak Charter Schools Unaudited Actuals Financial Report 2025-26

S. Houle made a motion to W. Hall, Board President, to approve the Sage Oak Charter Schools Unaudited Actuals Financial Report for the 2025-26 school year as presented.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

XIV. Policy Development

A. (Action) Approval of New 3160-SO Artificial Intelligence Policy

S. Houle made a motion to W. Hall, Board President, to approve the new 3160-SO Artificial Intelligence Policy as presented.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Fraire	Aye
M. Humphrey	Aye

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Roll Call

S. Houle	Aye
P. Matz	Aye
W. Hall	Aye

B. (Action) Approval of New 6160-SO Artificial Intelligence Policy: Instructional Use

S. Houle made a motion to W. Hall, Board President, to approve the new 6160-SO Artificial Intelligence Policy for Instructional Use as presented.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

XV. Calendar

A. Future Meetings

The next scheduled meeting will be a Regular Board of Directors Meeting held on October 8, 2026.

XVI. Comments

A. Board Comments

The Board commended Sage Oak's start to the school year, noting increased family engagement, enrollment growth, and reserves supporting fiscal stability. Board President Hall also recognized the staff's preparation and thoughtfulness, highlighting a unity of purpose and vision in supporting students and providing a dynamic education.

B. Superintendent Comments

Superintendent Woodgrift acknowledged staff and leadership for their collaboration and contributions to the Board meeting and the successful start of the school year. She also thanked the Board for completing their mandated reporter training and for their ongoing commitment to Sage Oak and its students.

XVII. 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 September 10, 2026.

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S. Houle seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

P. Matz	Aye
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 11:13 AM.

Respectfully Submitted,
W. Hall

Documents used during the meeting

- Sage Oak Highlights_July & August 2026.pdf
- Fiscal Update Presentation.pdf
- CliftonLarsonAllen LLP Correspondence.pdf
- AI Policy Update Presentation.pdf
- Consent Items - Business Services.pdf
- Consent Items - Education Services.pdf
- Consent Items - Human Resources.pdf
- Annual Board of Directors' Self-Evaluation 2025-26_Final.pdf
- Sage Oak Charter Schools Strategic Plan 2026-27_Final.pdf
- Oath of Office.pdf
- Sage Oak Charter Schools Unaudited Actuals Financial Report 2025-26.pdf
- Sage Oak Charter Schools Unaudited Actuals 2025-26 Presentation.pdf
- 3160-SO Artificial Intelligence Policy.pdf
- 6160-SO Artificial Intelligence_ Instructional Use.pdf

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

Steve Fraire
Signed by Steve Fraire on 10/9/2026