

SAGE OAK CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, February 11, 2021
Closed Session Begins at 11:00 a.m.
Regular Meeting Begins at 12:00 p.m.



1185 Calle Dulce, Chula Vista, CA 91910
39251 Camino Las Hoyas, Indio, CA 92203
16222 Quail Rock Road, Ramona, CA 92065
1160 Cuyamaca Avenue, Chula Vista, CA 91911
25 Kingston Court E., Coronado CA 92118

Sage Oak Charter Schools
1473 Ford St., #105, Redlands, CA 92373

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 924 5535 4402

Join URL: <https://zoom.us/j/92455354402>

1. CALL TO ORDER AND ROLL CALL

Time: 11:01 a.m.

1.1. Roll Call

William Hall	President - <i>Present</i>
Michael Humphrey	Vice President - <i>Present</i>
Steve Fraire	Clerk - <i>Present</i>
Susan Houle	Member - <i>Present</i>
Peter Matz	Member - <i>Present</i>

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of February 11, 2021.

Moved by MHumphrey Seconded by SHoule

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

3. PUBLIC COMMENT - CLOSED SESSION

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board’s jurisdiction under section 8.0 Public Comments at Board Meetings.

4. ADJOURN TO CLOSED SESSION

Time: 11:02 a.m.

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

Moved by PMatz Seconded by MHumphrey

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

5. CLOSED SESSION

Conference with Legal Counsel regarding Potential Litigation: 2 matters

There is significant exposure to litigation against the Agency pursuant to Government Code Section 54956.9(d)(2)

Public Employee Performance Evaluation Pursuant to Government Code 54957

a. CEO Evaluation

6. RECONVENE REGULAR MEETING

Time: 12:04 p.m.

William Hall, President reported out “no action was taken during the closed session.”

7. PLEDGE OF ALLEGIANCE

Led by: William Hall

8. PUBLIC COMMENTS/RECOGNITION/REPORTS

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

9. CORRESPONDENCE/PROPOSALS/REPORTS

- 9.1. School Highlights and High School Presentation, Presented by Krista Woodgrift, Executive Director
- 9.2. DMS Monthly Update (DMU) December 31, 2020, Presented by Debbie Howard
- 9.3. DMS Mid-Year Evaluation Report Out, Presented by Kurt Madden CEO and Joanne Fountain, DMS CEO
- 9.4. The Charter Services Organization (CSO) First Interim Budget, Presented by Debbie Howard

10. CONSENT CALENDAR

Items listed under Consent Calendar 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 Calendar upon the request of any member of the Board, discussed, and acted upon separately.

Consent Calendar - Board Meeting Minutes

- 10.1. Minutes of the Regular Board meeting that was held on January 14, 2021

Consent Calendar - Business/Financial Services

- 10.2. Check Register - January 2021
- 10.3. Approval of Renewal Legal Services Agreement between Young, Minney & Corr, LLP and Sage Oak Charter Schools, effective January 14, 2021
- 10.4. Approval of CliftonLarsonAllen (CLA) Invoice for Sage Intacct Implementation Services

Consent Calendar - Education/Student Services

- 10.5. Approval of Comprehensive School Safety Plan (CSSP) February 2021

Consent Calendar - Personnel Services

- 10.6. Approval of Certificated Personnel Report
- 10.7. Approval of Classified Personnel Report

Moved by MHumphrey Seconded by PMatz

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. (Action) Approval of CliftonLarsonAllen (CLA) Annual Audit Report - Year Ended June 30, 2020 - Sage Oak Charter Schools

It is recommended the Board approve the Annual Audit Report - Year Ended June 30, 2020, for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Presented by Lili Huang & Victoria Sprague, CLA

Moved by SHoule Seconded by MHumphrey

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

11.2. (Action) Approval of Addendum letter to the original Audit Engagement Services letter dated March 14, 2020, between CliftonLarsonAllen (CLA) and Community Collaborative Virtual School (CCVS)

It is recommended the Board approve the Addendum letter to the original Audit Engagement Services letter dated March 14, 2020, between CliftonLarsonAllen (CLA) and Community Collaborative Virtual School.

Fiscal Impact: Estimated \$4,850 for one federal program to include Federal Special Education Cluster including IDEA and ERMHS Mental Health.

Moved by SHoule Seconded by PMatz

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

11.3. (Action) Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and Sage Oak Charter Schools

It is recommended the Board approve the annual Audit Engagement Services between CliftonLarsonAllen (CLA) for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051), for the fiscal year 2020-2021.

Fiscal Impact: \$28,200

Presented by Lili Huang, CLA

Moved by MHumphrey Seconded by SHoule

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

12. PERSONNEL SERVICES

12.1. (Action) Approval of COVID-19 Prevention Plan

It is recommended the Board approve the COVID-19 Prevention Plan for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Moved by PMatz Seconded by MHumphrey

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			

Steve Fraire X
Peter Matz X

Motion carried unanimously, 5-0.

12.2. (Action) Approval of Revised Job Description and Employment Agreement for Krista Woodgrift, Executive Director, effective February 9, 2021 through June 30, 2022

It is recommended that the Board approve the revised Job Description and Employment Agreement effective, February 9, 2021 through June 30, 2022.

Moved by SFraire Seconded by PMatz

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

13. CALENDAR

The next scheduled meeting will be held virtually on March 4, 2021.

14. BOARD COMMENTS

The Board Members said they like the way Sage Oak is moving forward, with all their endeavors and hard work. They congratulated them on the WASC accreditation, and gave a shout out to Gabriella, a sophomore student for the fabulous job on her presentation. Board Member Pete wanted to note that in the Student Highlights, the Special Education staff had zero errors on their fall certification, saying exceptional attendance shows we are moving in the right direction. The word that comes to mind is a “dynamic,” such an impressive program. The Board said they appreciate Krista, as a team leader and all of the staff’s efforts, such an outstanding team, and they are proud to be associated with Sage Oak Charter School. Thank you.

15. CEO COMMENTS

The CEO echoes the comments that the Board of Directors shared. The amount of hours Sage Oak staff spent on preparing for this board meeting shows really good teamwork. He gave a shout out to Gabriella for her presentation, saying she is developing great leadership skills, and invited her to come back to speak again at a future Board meeting once she graduates. Well done today Sage Oak! Thank you, and everyone and have a super Valentine’s Day.

16. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 1:09 p.m.

Moved by SFraire

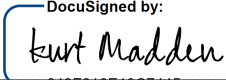
Seconded by SHoule

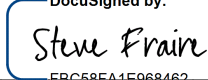
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

Signed:

Signed:

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Kurt Madden
Secretary, Governing Board

DocuSigned by:

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Steve Fraire
Clerk, Governing Board