

SAGE OAK CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, October 8, 2020
Regular Meeting Begins at 1:15 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

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

Zoom Meeting Information

Dial In: 1-669-900-9128

Meeting ID: 978 3864 6734

Join URL: <https://zoom.us/j/97838646734>

1. CALL TO ORDER AND ROLL CALL

Time 1:28 p.m.

1.1. Roll Call

William Hall	President - Present
Michael Humphrey	Vice President - Absent for Roll Call
Steve Fraire	Clerk - Present
Susan Houle	Member - Present

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board Meeting of October 8, 2020.

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

Motion carried unanimously, 3-0.

3. ORGANIZATIONAL STRUCTURE OF THE BOARD

3.1. (Action) Oath of Office

It is recommended that Michael Humphrey, Vice President be presented with the Oath of Office.

Kurt Madden, CEO presented the Oath of Office to Michael Humphrey. He raised his right and repeated the Oath of Office and fully agreed.

4. 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.

5. ADJOURN TO CLOSED SESSION

Time: 1:29 p.m.

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

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			

Motion carried unanimously, 3-0.

6. 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)

7. RECONVENE REGULAR MEETING

Time: 1:34 p.m.

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

8. PLEDGE OF ALLEGIANCE

Led by: William Hall

9. 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.

10. CORRESPONDENCE/PROPOSALS/REPORTS

10.1. School Highlights - Interventions

Presented by: *Krista Woodgrift, Executive Director*

Jamee Block, Director of Education Services

Cindy Dominquez, Assistant Director of Assessment & Accountability

Erin Havrilesky, Director of Secondary Education

10.2. Monthly Budget Update and California School Finance Authority - CSFA's Charter School Pooled Trans (ASAP Program) Information Presented by: Debbie Howard, DMS Finance Lead

Michael Humphrey joined the meeting during Item 10.1 School Highlights - Interventions.

11. 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

- 11.1.** Minutes of the Regular Board Meeting that was held on September 10, 2020
- 11.2.** Minutes of the Special Board Meeting that was held on September 14, 2020
- 11.3.** Minutes of the Special Board Meeting that was held on September 28, 2020

Consent Calendar - Business/Financial Services

- 11.4.** Check Register - September 2020
- 11.5.** Approval of Amendment to Master Contract - Sage Oak Charter Schools Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.6.** Ratification of Instructure Agreement for Canvas Cloud Subscription

Consent Calendar - Education/Student Services

- 11.7.** Approval of 2020-2021 English Learner Master Plan Amendment - Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Personnel Services

- 11.8.** Approval of Certificated Personnel Report
- 11.9.** Approval of Classified Personnel Report
- 11.10.** Approval of Job Descriptions

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			

Motion carried unanimously, 4-0.

12. BUSINESS/FINANCIAL SERVICES

12.1. (Action) Approval of LACOE Contract for Human Resources, Business and Financial (PeopleSoft), Payroll and/or Retirement Reporting Services for Charter Schools

It is recommended the Board approve to renew the LACOE contract for Human Resources, Business and Financial (PeopleSoft), Payroll and/or Retirement Reporting Services for Charter Schools with LACOE for the period July 1, 2020 through June 30, 2021.

Fiscal Impact: Sage Oak Charter School - Keppel \$5,318.00

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			

Motion carried unanimously, 4-0.

13. CALENDAR

The next scheduled meeting will be held virtually on November 12, 2020.

14. BOARD COMMENTS

Board Member Michael Humphrey apologized for missing the first half of the meeting, but said he is certainly glad to see Sage Oak is running like a “well-oiled machine.” The Board said they are very proud of the work Sage Oak is doing, whether it is curriculum, or their finances. It is great to hear there is no “borrowing” word in their presentations, and it is apparent how well they all collaborate. They thanked Krista and her entire team for everything they are doing and said Sage Oak is like a small district. They feel good about the communication and said Sage Oak is moving in a solid direction. The things they are providing for kids is terrific. Thank you.

15. CEO COMMENTS

The CEO echoes everything the Board has said. He wanted the Board Members to know that he and Krista have been in meetings with the authorizing districts and the new Superintendent in Keppel who replaced Ruben Zepeda. They are having good dialog, very informal but making sure they are keeping open lines of communication. The same thing for Helendale, they are having monthly meetings, and this is going well. With Krista, it is nice to slow things down and go through her goal settings, talk about what she wants to accomplish this year, and having a vision of Sage Oak in the next 3-5 years. Good things are happening. Super job!


16. ADJOURNMENT


The Regular meeting of the Board of Directors adjourned at 2:28 p.m.

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			

Motion carried unanimously, 4-0.

Signed:
DocuSigned by:

643F616E19C7445...
 Kurt Madden
 Secretary, Governing Board

Signed:
DocuSigned by:

0B01955BAB8D4CC...
 Steve Fraire
 Clerk, Governing Board