

SAGE OAK CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, October 14, 2021
Closed Session Begins at 9:15 a.m.
Regular Meeting Begins at 9:30 a.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: 862 6694 6491

Join URL: <https://us06web.zoom.us/j/86266946491>

1. CALL TO ORDER AND ROLL CALL

Time: 9:45 a.m.

1.1. Roll Call

William Hall	President	<i>Present</i>
Michael Humphrey	Vice President	<i>Present</i>
Steve Fraire	Clerk	<i>Absent for Roll Call</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 October 14, 2021.

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			
Steve Fraire				X
Susan Houle	X			
Peter Matz	X			

Motion carried unanimously, 4-0.

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: 9:46 a.m.

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

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			
Steve Fraire				X
Susan Houle	X			
Peter Matz	X			

Motion carried unanimously, 4-0.

5. **CLOSED SESSION**

Conference with Legal Counsel - Potential Litigation: 1 matter

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

Steve Fraire joined the meeting during the closed session.

6. **RECONVENE REGULAR MEETING**

Time: 10:06 a.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, Presented by Krista Woodgrift, Executive Director
- 9.2. Plans for the 2021-2022 School Year - Wildly Important Goal (WIG) Instruction
Presented by: Traci King, 9-12 Personalized Learning Principal
Chelsey Anema, K-8 Personalized Learning Principal
Lana Gadea, Virtual Learning Academy Principal
Erin Bunch, Director of Student Services
- 9.3. Budget and Cashflow Update, Presented by Tim O'Brien, Director of Business Services
- 9.4. COVID-19 Update, Presented by Candice Coffey, Director of Human Resources
- 9.5. The Collaborative Charter Services Organization (CSO) Update, Presented by David Franklin, CEO

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 September 13, 2021
- 10.2. Minutes of the Special Board Meeting that was held on September 21, 2021

Consent Calendar - Business/Financial Services

- 10.3. Check Register - September 2021
- 10.4. Approval of Lending Library Surplus List Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 10.5. Approval of Time 4 Learning PO Agreement and Amendment - Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Personnel Services

- 10.6. Approval of Certificated Personnel Report
- 10.7. Approval of Classified Personnel Report
- 10.8. Approval of Job Descriptions
- 10.9. Approval of 2021-2022 Teacher Salary Pay Scales (Revised)

Consent Calendar - Policy Development

10.10. Approval of existing board policies revised, reviewed, and eliminated by staff for the 2021-2022 school year.

Board Policies: Revised

The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures.

6000 Series - Instruction

6010-SO Independent Study Policy
 6115-SO Attendance, Support and Involuntary Removal Policy
 6115-SO E.1 Progress Improvement Notification - First Notification
 6115-SO E.2 Progress Improvement Notification - Second Notification
 6115-SO E.3 Progress Improvement Notification - Third Notification
 6115-SO E.4 Progress Improvement Notification - Evaluation Determination Letter

Moved by MHumphrey

Seconded by SFraire

Roll Call Vote: Ayes Nays Abstained Absent

William Hall X

Michael Humphrey X

Steve Fraire X

Susan Houle X

Peter Matz X

Motion carried unanimously, 5-0.

11. BUSINESS/FINANCIAL SERVICES**11.1. (Action) Approval of The Third Option Contract**

It is recommended the Board approve The Third Option contract for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact:

Sage Oak Charter Schools - Helendale (#1885)	\$4,371.00
Sage Oak Charter Schools - Keppel (#1886)	\$412.00
Sage Oak Charter Schools - Warner (#2051)	\$717.00

Moved by SHoule

Seconded by PMatz

Roll Call Vote: Ayes Nays Abstained Absent

William Hall X

Michael Humphrey X

Steve Fraire X

Susan Houle X

Peter Matz X

Motion carried unanimously, 5-0.

12. EDUCATION/STUDENT SERVICES

12.1. (Action) Approval of School Plan for Student Achievement (SPSA)

It is recommended the Board approve the School Plan for Student Achievement (SPSA) for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: None.

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			
Steve Fraire	X			
Susan Houle	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

13. PERSONNEL SERVICES

13.1. (Action) Approval of 2021-2022 Memorandum of Understanding (MOU) - Center for Teacher Innovation (CTI) Induction Program

It is recommended that the Board approve the Memorandum of Understanding (MOU) - Center for Teacher Innovation (CTI) Induction Program for the 2021-2022 school year.

Fiscal Impact: None.

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			
Steve Fraire	X			
Susan Houle	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

14. CALENDAR

The next scheduled meeting will be held virtually on November 18, 2021.

15. BOARD COMMENTS

The Board said they are inspired when they attend SOCS meetings. There is always a very positive energy level. Pete commented on how well the board updates are put together and wanted to know who creates them. Krista said Courtney does and works with the directors, saying it is a team of folks who work on it together. Bill echoes what Pete said, saying the dynamic aspect of SOCS schools is a terrific organization. SOCS is making school fun and because of this, family and students will do well. Job well done. Thank you.

16. CEO COMMENTS

Krista highlighted Erin Bunch, Director of Student Services today, saying she is a valuable team member and a fearless leader. Her commitment and drive is why we are here today. This is a new role for SOCS and it mirrors Erin's heart for students. She thanked all the principals who joined the meeting today and provided inspiration about the future they are building together. Thank you.


17. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 11:27 a.m.

Moved by PMatz	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			
Steve Fraire	X			
Susan Houle	X			
Peter Matz	X			


Motion carried unanimously, 5-0.

Signed:

DocuSigned by:

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William Hall
President, Governing Board

Signed:

DocuSigned by:

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Steve Fraire
Clerk, Governing Board