

**SAGE OAK CHARTER SCHOOLS**  
**Regular Meeting of the Board of Directors**

**Minutes**

**Thursday, February 10, 2022**

**Regular Meeting Begins at 8:00 a.m.**

**Closed Session Begins at 8:10 a.m.**

**Regular Meeting Reconvene at 8:30 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: 869 5976 1842**

**Join URL: <https://us06web.zoom.us/j/86959761842>**

**1. CALL TO ORDER AND ROLL CALL**

Time: 8:01 a.m.

**1.1. Roll Call**

William Hall	President	<i>Present</i>
Michael Humphrey	Vice President	<i>Absent for Roll Call</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 10, 2022.

Moved by SHoule	Seconded by SFraire			
<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. **BOARD GOVERNANCE**

#### 3.1. (Action) **Approval of Resolution No. 2022-2-10 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361**

It is recommended the Board approve Resolution No. 2022-2-10 authorizing continued use of remote teleconferencing provisions pursuant to AB 361 and Government Code section 54953.

##### **Option 1**

BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that COVID-19 continues to pose an imminent threat to the health and safety of the community and directly impacts the ability of the members to meet safety in person.

##### **Option 2**

BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that state or local officials continue to impose or recommend measures to promote social distancing.

*Board Members selected Option 1 and Option 2.*

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
Steve Fraire	X			
Susan Houle	X			
Peter Matz	X			

*Motion carried unanimously, 4-0.*

### 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.

*There were no public comments.*

**5. ADJOURN TO CLOSED SESSION**

Time: 8:04 a.m.

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

Moved by SHoule	Seconded by SFraire			
<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.***

**6. CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION

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

- a. TR v. Sage Oak Charter Schools, Case No. 37-2021-00022441-CU-WT-NC

**7. RECONVENE REGULAR MEETING**

Time: 8:29 a.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.

*There were no public comments.*

**10. CORRESPONDENCE/PROPOSALS/REPORTS**

- 10.1. School Highlights, Presented by Krista Woodgrift, Executive Director
- 10.2. Upcoming Sage Oak Charter Schools Study Session, Presented by Kurt Madden, Board Consultant
- 10.3. Local Control & Accountability Plan (LCAP) 2021-22 Mid-Year Update,

Presented by: Jamee Block, Director of Education Services,  
Tim O'Brien, Director of Business Services, and  
Tiffany Webster, Special Projects Coordinator & Education Advisor

**10.4.** Budget Update, Presented by Tim O'Brien, Director of Business Services

## **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 January 13, 2022

### **Consent Calendar - Business/Financial Services**

**11.2.** Check Register - January 2022

**11.3.** Ratification of Embassy Suites Brea-Sage Oak Charter Summit Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

**11.4.** Ratification of Ontario Convention Center Contract for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

**11.5.** Ratification of Amendment to Lease Agreement Renewal for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

**11.6.** Approval of College and Career Access Pathways Partnership Agreement between Sage Oak Charter Schools and Los Angeles Community College District

**11.7.** Approval of Resolution to Dispose of Obsolete Materials

### **Consent Calendar - Education/Student Services**

**11.8.** Approval of Comprehensive School Safety Plan (CSSP) Revisions, February 2022

### **Consent Calendar - Personnel Services**

**11.9.** Approval of Certificated Personnel Report

**11.10.** Approval of Classified Personnel Report

**11.11.** Approval of 2022 IRS Mileage Reimbursement Rate

**11.12.** Approval of Job Descriptions

### **Consent Calendar - Policy Development**

**11.13.** 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**

6020-SO Education for Homeless Children and Youth Policy

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.***

**12. BUSINESS/FINANCIAL SERVICES**

**12.1. (Action) Approval of The Collaborative Charter Services Organization (CSO)**

**Administrative Support Services Agreement 2022-23**

It is recommended the Board approve the CSO Administrative Support Services Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051), effective July 1, 2022.

**Fiscal Impact:** \$164,200.00

*William Hall stepped away from the meeting and did not vote on this item.*

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, 4-0.***

**12.2. (Action) Approval of Sage Oak Strategic Budget Plan 2022-23**

It is recommended the Board approve the Sage Oak Strategic Budget Plan 2022-23 for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

- a. Sage Oak Strategic Budget Plan 2022-23
- b. Preliminary Sage Oak Strategic Plan 2022-23, Presentation

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. POLICY DEVELOPMENT**

#### **13.1. (Action) Approval of New Board Policies**

It is recommended the Board approve the proposed policies. These policies will replace the current policies and will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

#### **3000 Series - Business/Non-Instructional**

3145-SO Disposal of Surplus, Obsolete, or Unneeded Books, Equipment, and Supplies Policy

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, 5-0.*

### **14. PUBLIC HEARING**

#### **14.1. (Hearing) A-G Completion Improvement Grant**

It is recommended the Board enter into a public hearing regarding the A-G Completion Improvement Grant. During the hearing there will be a presentation on the A-G Completion Grant.

- a. A-G Completion Improvement Grant - Keppel (#1886)
- b. A-G Completion Improvement Grant - South (#2051)
- c. A-G Completion Improvement Grant - Helendale (#1885)
- d. A-G Completion Improvement Grant Presentation

*The hearing was presented by Tim O'Brien, Director of Business Services, and Traci King, Principal. There were no questions from the public.*

Hearing Open: 9:57 a.m. - Moved by MHumphrey to open the hearing.

Hearing Closed: 10:03 a.m. - Seconded by PMatz to close the hearing.

**15. CALENDAR**

The next scheduled meeting will be held virtually on March 10, 2022.

**16. BOARD COMMENTS**

The Board congratulated the team for all the hard work they are doing and said the leadership team is amazing. They all have the same values, goals, vision, and Krista is SOCS North Star. The Board members also said they like the monthly School Highlights because they are thorough and they learn so much about SOCS. Hats off to SOCS for the presentations and staying on top of the teacher recruitment. Thank you!

**17. CEO COMMENTS**

Krista Woodgrift said she is grateful to be surrounded by phenomenal people. She commended Tiffany Webster, Special Projects Coordinator & Education Advisor for a job well done, saying she is new in her role and you wouldn't ever know it. She also commended Traci King, Principal for her presentation, and said Traci's passion and heart for students is so contagious. In closing, she said she really liked the quote Board Member Susan Houle said and will be using this, as it painted a visual for her "Meeting kids where they are and taking them as high as they can go." Thank you!

**18. ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at 10:07 a.m.

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			
Steve Fraire	X			
Susan Houle	X			
Peter Matz	X			


***Motion carried unanimously, 5-0.***

Signed:

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William Hall  
President, Governing Board

Signed:

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Steve Fraire  
Clerk, Governing Board