

SAGE OAK CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, March 4, 2021
Closed Session Begins at 9:00 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: 927 3716 9208

Join URL: <https://zoom.us/j/92737169208>

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>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 March 4, 2021.

A motion was made by Kurt Madden, CEO to add Board Policy 4150-SO Mileage Reimbursement Policy to Item 10.11 Consent Calendar - Policy Development.

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.

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: 9:47 a.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 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.

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)

6. RECONVENE REGULAR MEETING

Time: 10:26 p.m.

William Hall, Board 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. Student Services Presentation, presented by Jessica Bingman, Assistant Director of Student Services and Christy Hartman, Student Services Coordinator

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 February 11, 2021

Consent Calendar - Business/Financial Services

10.2. Check Register - February 2021

10.3. Approval of Lending Library Surplus 2020-2021

10.4. Approval of 2021-2022 Community Provider (CP) and/or Education Material Resource Provider (EMRP) Agreement

Consent Calendar - Education/Student Services

10.5. Approval of 2021-2022 Master Agreement for Independent Study Sage Oak Charter School, Helendale (#1885)

10.6. Approval of 2021-2022 Master Agreement for Independent Study Sage Oak Charter School, Keppel (#1886)

10.7. Approval of 2021-2022 Master Agreement for Independent Study Sage Oak Charter School-South, Warner (#2051)

Consent Calendar - Personnel Services

10.8. Approval of Certificated Personnel Report

10.9. Approval of Classified Personnel Report

10.10. Approval of Job Descriptions

Consent Calendar - Policy Development

10.11. Approval of existing board policies reviewed and revised by staff for the 2020-2021 school year.

Board Policies: Rescind

3000 Series - Business/Non-Instructional

3115-SO General Terms and Conditions of a Purchase Order

Board Policies: Revise

3000 Series - Business/Non-Instructional

3100-SO Community Provider Code of Conduct Policy

3120-SO Name and Logo Use Policy

4000 Series - Personnel Services

4000-SO Personnel Concepts and Roles Policies

4010-SO At-Will Employment Policy

4015-SO Equal Employment Opportunity Policy

4020-SO Background Check Policy

4025-SO Tuberculosis Risk Assessment and Examination Policy

4030-SO Immigration Compliance Policy

4035-SO Mandated Reporter - Child Abuse and Neglect Reporting Policy

4040-SO Corporal Punishment Policy

4045-SO Professional Boundaries Policy

4050-SO Whistleblower Policy

4055-SO Internal Complaint Policy

4060-SO Prohibiting Unlawful Harassment, Discrimination, and Retaliation Policy

4065-SO Meal Period and Rest Break Policy

4070-SO Lactation Accommodation Policy

4075-SO Drug, Alcohol, Tobacco-Free Workplace Policy

4080-SO Acceptable Use of Technology Policy

4085-SO Payroll Withholdings Policy

4105-SO Paid Sick Leave Policy

4110-SO Pregnancy Disability Leave Policy

4125-SO Victims of Crime Policy

4130-SO Remote Work Policy

4150-SO Mileage Reimbursement Policy

5000 Series - Student Services

5000-SO Concepts and Roles Policy

5015-SO Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy

5045-SO Acceptable Use Policy

6000 Series - Instruction

6020-SO Education For Homeless Children And Youth Policy

6120-SO Virtual Learning Period Meeting 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			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			

Motion carried unanimously, 5-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. (Action) Approval of the Second Interim Financial Report

It is recommended the Board approve the Second Interim Financial Report for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051) for the 2020-2021 school year.

Presented by Debbie Howard, DMS.

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.

12. POLICY DEVELOPMENT

12.1. (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.

1000 Series - Community Relations

1035-SO Access to Public Records Policy

4000 Series - Personnel Services

4170-SO Injury and Illness Prevention Policy

4170E-SO Injury and Illness Prevention Plan

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.

13. CALENDAR

The next scheduled meeting will be held virtually on April 15, 2021.

14. BOARD COMMENTS

The Board said staff is doing an amazing job. They enjoyed the Board updates and said it was exciting to see that the seniors are being accepted into quality universities. This is testimony to the quality of the program SOCS is providing. SOCS makes it look so easy, it's running like a well oiled machine because everyone works together to make sure kids are successful. The staff is reflective of their dedication to Sage Oak. The talent show is a great idea, and said they will look forward to seeing the video. Thank you for all of your work!

15. CEO COMMENTS

The CEO echoes the Board comments. He said to all of the SOCS staff, “super job today, the presentations were fantastic, and great job on the budget report.” He said he attended an oversight meeting with Krista and Helendale that was more of a collaboration, the question came up “do you like school” and when a student says they love school, you know you have arrived. Also, the work of the parents behind the scenes in driving the day to day routine to make sure students get through the course of study is super. Good job and thank you!

16. ADJOURNMENT


The Regular meeting of the Board of Directors adjourned at 11:01 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			
Susan Houle	X			
Steve Fraire	X			
Peter Matz	X			


Motion carried unanimously, 5-0.

Signed:

DocuSigned by:

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Kurt Madden
Secretary, Governing Board

Signed:

DocuSigned by:

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Steve Fraire
Clerk, Governing Board

FOR MORE INFORMATION

For more information concerning this agenda,
please contact Sage Oak Charter Schools.
Telephone: 760-494-9646.