

SAGE OAK CHARTER SCHOOLS
Regular Meeting of the Board of Directors
Virtual/Zoom Conferencing



Minutes

Thursday, April 21, 2022

Regular Meeting Begins at 3:15 p.m.

Closed Session Begins at 3:20 p.m.

Regular Meeting Reconvene at 3:45 p.m.

The meeting will be held virtually.

Join by telephone or via Zoom conferencing link below:

Dial In: 1-669-900-9128

Meeting ID: 824 8930 7168

Join URL: <https://us06web.zoom.us/j/82489307168>

1. CALL TO ORDER AND ROLL CALL

Time: 3:23 p.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>Absent</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 April 21, 2022.

Kurt Madden, Board Consultant made a request to amend the agenda and remove item 13.1 Approval of 2022-23 Change in Employer Contribution Towards Employee Benefit Plans.

Moved by MHumphrey

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, 4-0.

3. BOARD GOVERNANCE

3.1. (Action) Approval of Resolution No. 2022-4-21 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361

It is recommended the Board approve Resolution No. 2022-4-21 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 2.

Moved by PMatz	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.

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: 3:26 p.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.

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

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: (one potential case)

Public Employee Performance Evaluation Pursuant to Government Code 54957

- a. Performance Evaluation, Executive Director

7. RECONVENE REGULAR MEETING

Time: 3:45 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.

There were no public comments.

10. CORRESPONDENCE/PROPOSALS/REPORTS

- 10.1. School Highlights and Student Showcase, Presented by Krista Woodgrift, Executive Director
Student: Ismaeel Fazlani, 8th Grade
Presented by Principal Chelsey Anema, Principal and Jennifer Thomas, Teacher
- 10.2. BoardOnTrack Online Platform, Presented by Krystal Rodenbaugh and Michael Mizzoni,
Sales Directors

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 March 10, 2022

Consent Calendar - Business/Financial Services

- 11.2. Check Register - March 2022
- 11.3. Ratification of Instructure-Services Order Form for Sage Oak Charter Schools,
Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.4. Ratification of Office Filing System Quote for Sage Oak Charter Schools,
Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.5. Ratification of The Keynote Curators Performance Engagement Agreement for Sage Oak
Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Personnel Services

- 11.6. Approval of Certificated Personnel Report
- 11.7. Approval of Classified Personnel Report
- 11.8. Approval of Job Descriptions

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.

12. BUSINESS/FINANCIAL SERVICES**12.1. (Action) Approval of CliftonLarsonAllen (CLA) Tax Form 990 Return and California Tax Form 199 Return (Draft) - Year Ended June 30, 2021**

It is recommended the Board approve the CLA Form 990 Return and California Form 199 Return (Draft) - Year ended June 30, 2021, For Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: None.

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, 4-0.

12.2. (Action) Approval of Sage Intacct Accounting Service Contract (Renewal)

It is recommended the Board approve the Sage Intacct Accounting Service Contract for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051), for the year ended June 30, 2022.

Fiscal Impact:

Sage Oak Charter Schools - Helendale (#1885)	\$37,502.47
Sage Oak Charter Schools - Keppel (#1886)	\$3,546.66
Sage Oak Charter Schools - Warner (#2051)	\$5,011.38

Moved by SFraire	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, 4-0.

13. PERSONNEL SERVICES**13.1. (Action) Approval of 2022-23 Change in Employer Contribution Towards Employee Benefit Plans**

It is recommended the Board discuss and potentially approve a change in employer contribution amount towards employee benefit plans for the 2022-23 school year.

Fiscal Impact: To be determined based on actual rates.

Item 13.1 was requested to be removed from the agenda.

13.2. (Action) Agreement of Completion of Evaluation Date for Executive Director for the 2021-22 School Year

It is recommended the Board approve the change of the completion of the final evaluation date for the Executive Director from April 1, 2022 to June 30, 2022.

Fiscal Impact: None.

Moved by SFraire	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, 4-0.

14. POLICY DEVELOPMENT**14.1. (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.

9000 Series - Board By-Laws

9000-SO	Role of the Board
9005-SO	Governance Standards
9010-SO	Public Statements
9011-SO	Disclosure of Confidential-Privileged Information
9012-SO	Board Member Electronic Communications
9100-SO	Organization
9110-SO	Terms of Office
9121-SO	President

9122-SO Secretary

9123-SO Clerk

Moved by MHumphrey	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, 3-0.

15. CALENDAR

The next scheduled meeting will be held virtually on May 12, 2022.

16. BOARD COMMENTS

The Board thanked Krista and her staff for the great reports, saying SOCS staff and her are in sync, and good things are coming. The student presentation was amazing, Ismeal is doing great work and is going to be someinting, job well done! They also congratulated Krista for her progression within SOCS and moving forward. They are feeling really good about the transition plan. This has been a long and great day. Thank you.

17. CEO COMMENTS

The CEO Krista Woodgrift gave a shout out to Kurt Madden, Board Consultant with some special thanks for making time to come and do some professional development during this very busy time of change. Saying he is such a great mentor and she has learned so much for him. She said in the study session today, it was said “thank god for a good board” and this really resonated with her. She then thanked the Board for all of their work. Thank you.

18. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 4:29 p.m.

Moved by MHumphrey	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.

Signed:

DocuSigned by:
William Hall
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William Hall
Vice President, Governing Board

Signed:

DocuSigned by:
Steve Fraire
FBC58FA1E968462...

Steve Fraire
Clerk, Governing Board