

SAGE OAK CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Minutes

Thursday, June 10, 2021
Closed Session Begins at 1:15 p.m.
Regular Meeting Begins at 2:00 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
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: 966 8702 6873

Join URL: <https://zoom.us/j/96687026873>

1. CALL TO ORDER AND ROLL CALL

Time: 1:19 p.m.

1.1. Roll Call

William Hall	President - <i>Present</i>
Michael Humphrey	Vice President - <i>Present</i>
Steve Fraire	Clerk - <i>Absent</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 June 10, 2021.

Kurt Madden, CEO requested to amend agenda item:

10.3 2021-2022 Board Meeting Calendar. Change 6/9/22 to 6/16/22.

Moved by MHumphey	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: 1:20 p.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 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.

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).

Public Employee Performance Evaluation Pursuant to Government Code 54957

a. Executive Director Evaluation

6. RECONVENE REGULAR MEETING

Time: 2:08 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. DMS Monthly Update (DMU) - April 2021, Presented by Karl Yoder
- 9.3. 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 May 13, 2021
- 10.2. Minutes of the Special Board Meeting that was held on May 18, 2021
- 10.3. 2021-2022 Board Meeting Calendar

Consent Calendar - Business/Financial Services

- 10.4. Check Register - May 2021
- 10.5. Approval of 2020-2021 CEO Evaluation Instrument
- 10.6. Approval 2020-2021 Board Evaluation Instrument

Consent Calendar - Personnel Services

- 10.7. Approval of Certificated Personnel Report
- 10.8. Approval of Classified Personnel Report
- 10.9. Approval of Medical Benefit Employer Contribution Increase for Part Time Staff
- 10.10. Approval of Job Descriptions

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, 4-0.

11. BUSINESS/FINANCIAL SERVICES

11.1. (Action) Approval of 2021-22 Renewal of Property and Casualty Insurance Policies as Presented by Bolton & Company

It is recommended the Board approve the renewal rates for all property and casualty insurance policies for the 2021-22 school year as presented by Bolton & Company including: Liability, Directors and Officers, Workers’ Compensation, Cyber Security, and Student Accident for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: Sage Oak Charter Schools - Helendale (#1885) \$174,635.05
 Sage Oak Charter Schools - Keppel (#1886) \$16,457.18
 Sage Oak Charter Schools - Warner (#2051) \$28,629.78

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.

11.2. (Action) Approval of Resolution to Authorize Opening a Bank Account and to Designate Check Signing Authority

It is recommended the Board approve the Resolution to Authorize Opening a Bank Account and to Designate Check Signing Authority for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

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, 4-0.

11.3. (Action) Approval of One-Time Prior Fund Reallocation

It is recommended the Board approve the One-Time Prior Fund Reallocation for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact:

The total net assets of Sage Oak Charter School will increase by \$2,427,087.56.

Moved by PMatz	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.

12. PUBLIC HEARING

12.1. (Hearing) Local Control & Accountability Plan (LCAP) 2021-22

It is recommended the Board enter into a public hearing regarding the LCAP for 2021-22. During the hearing there will be a presentation on the LCAP for 2021-22.

- a. 2021-22 LCAP Plan Summary (Warner)
- b. Annual Update for the 2019-20 LCAP Plan Year (Warner)
- c. 2021-22 LCAP Plan Summary (Keppel)
- d. Annual Update for the 2019-20 LCAP Plan Year (Keppel)
- e. 2021-22 LCAP Plan Summary (Helendale)
- f. Annual Update for the 2019-20 LCAP Plan Year (Helendale)
- g. 2021-22 LCFF Budget Overview for Parents (Warner)
- h. 2021-22 LCFF Budget Overview for Parents (Keppel)
- i. 2021-22 LCFF Budget Overview for Parents (Helendale)

Moved by SHoule and seconded by PMatz to open the Hearing. There were no comments in the chat box. Jamee Block, Sage Oak presented the LCAP.

Hearing Open: 2:57 p.m.

Hearing Closed: 3:29 p.m.

12.2. (Hearing) Proposed Budget 2021-22

It is recommended the Board enter into a public hearing regarding the Proposed Budget for the 2021-22 school year. During the hearing there will be a presentation on the Proposed Budget for the 2021-22 school year.

- a. 2021-22 July Consolidated Strategic Budget Highlights
- b. 2021-22 July Budget Consolidated - Sage Oak Charter Schools
- c. 2021-22 Staff List - 25% Growth

Moved by MHumphrey and seconded by PMatz to open the Hearing. There were no comments in the chat box. Tim O'Brien, and Candice Coffey, Sage Oak presented the Proposed Budget and Overview for Parents.

Hearing Open: 3:30 p.m.

Hearing Closed: 3:48 p.m.

13. CALENDAR

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

14. BOARD COMMENTS

The Board said the presentations are exemplary and very thorough. They thanked staff for the LCAP, and all the goals on how they will be addressing them with their action plan. In the Board updates, they enjoyed hearing about how students did 5500 volunteer hours and wanted to congratulate them. They said the graduation was awesome. Hearing from the students and their accomplishments really warms their heart, great job. Thank you.

15. CEO COMMENTS

The CEO said Sage Oak is a well running twelve-cylinder machine now. They maintain their mission, vision, core values, and he said for them to always keep that front and center. He gave a shout out to all the staff and said, "Thank you!"

16. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at 3:51 p.m.

Moved by PMatz	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.

Signed:

DocuSigned by:
Kurt Madden
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Kurt Madden
Secretary, Governing Board

Signed:

DocuSigned by:
William Hall
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William Hall
President, Governing Board