

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



Agenda

Thursday, March 10, 2022
Regular Meeting Begins at 11:00 a.m.

The meeting will be held virtually.
Join by telephone or via Zoom conferencing link below:

Dial In: 1-669-900-9128

Meeting ID: 879 8760 7881

Join URL: <https://us06web.zoom.us/j/87987607881>

MISSION STATEMENT

Sage Oak, in collaboration with parents, teachers, students, and the school's leadership team, cultivates lifelong learners by recognizing students' and parents' needs for educational options. Sage Oak balances flexibility with accountability and high academic excellence for families seeking a non-traditional, personalized educational experience. Sage Oak understands the need for partnership in order for students to attain their personal academic goals.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Sage Oak Charter Schools at 760-494-9646.

1. CALL TO ORDER AND ROLL CALL

Time: _____

1.1. Roll Call

William Hall

President

Michael Humphrey Vice President
Steve Fraire Clerk
Susan Houle Member
Peter Matz Member

2. APPROVE/ADOPT AGENDA

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of March 10, 2022.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

3. BOARD GOVERNANCE

3.1. (Action) Approval of Resolution No. 2022-3-10 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361

It is recommended the Board approve Resolution No. 2022-3-10 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.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

4. PLEDGE OF ALLEGIANCE

Led by: _____

5. 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.

6. CORRESPONDENCE/PROPOSALS/REPORTS

6.1. School Highlights and Student Showcase, Presented by Krista Woodgrift, Executive Director
Student: Phoebe Bryd, Presented by Lana Gadea, Virtual Learning Academy Principal, and
Mary Hizon-Barry, 8th Grade VLA Teacher

7. 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

7.1. Minutes of the Regular Board Meeting that was held on February 10, 2022

Consent Calendar - Business/Financial Services

7.2. Check Register - February 2022

7.3. Ratification of Emile Learning, Inc. License and Services Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

7.4. Ratification of Architectural Services Fee for Tenant Improvement by Miller Architectural Corporation for Sage Oak Charter Schools Business Office Space

7.5. Ratification of Apex Learning Digital Solution Subscription Renewal for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

7.6. Approval of General Terms & Conditions of the Purchase Order Revisions for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Education/Student Services

7.7. Approval of 2022-23 Master Agreement and Acknowledgement of Responsibilities Revisions for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Personnel Services

- 7.8. Approval of Certificated Personnel Report
- 7.9. Approval of Classified Personnel Report
- 7.10. Approval of Job Descriptions
- 7.11. Approval of COVID-19 Prevention Plan Revisions - March 2022
- 7.12. Approval of 2022-23 Sage Oak Staffing Plan
 - Appendix A-1 Salary Schedules
 - Appendix A-2 List of Positions

Consent Calendar - Policy Development

- 7.13. 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.

1000 Series - Community Relations

1030-SO Safe Operation of Schools (Infectious Disease) Policy

1035-SO Access to Public Records Policy

3000 Series - Business/Non-Instructional

3130-SO Document Retention Policy

4000 Series - Personnel Services

4025-SO TB Risk Assessment and Examination Policy

4055-SO Internal Complaint Policy

4065-SO Meal Period and Rest Break Policy

4105-SO Paid Sick Leave Policy

4110-SO Pregnancy Disability Leave Policy

4115-SO Family Care and Medical Leave Policy

4170-SO/ Injury and Illness Prevention Policy

4170E-SO Injury and Illness Prevention Plan

Board Policies: Reviewed

The following policies are being brought to the Board without changes for annual review.

1000 Series - Community Relations

1010-SO Civility Policy

3000 Series - Business/Non-Instructional

3100-SO Community Provider Code of Conduct

3120-SO Name & Logo Use Policy

4000 Series - Personnel Services

4000-SO Personnel Concepts and Roles Policy

4010-SO At-Will Policy

4015-SO Equal Employment Opportunity

4020-SO Background Check Policy

- 4030-SO Immigration Compliance Policy
- 4035-SO Mandated Reporter - Child Abuse Policy
- 4040-SO Corporal Punishment Policy
- 4045-SO Professional Boundaries Policy
- 4050-SO Whistleblower Policy
- 4060-SO Prohibiting Unlawful Harassment, Discrimination, and Retaliation
- 4070-SO Lactation Accommodation Policy
- 4075-SO Drug, Alcohol, and Tobacco-Free Workplace Policy
- 4080-SO Personnel Acceptable Use of Technology Policy
- 4085-SO Payroll Withholdings Policy
- 4090-SO COBRA Benefits Policy
- 4125-SO Victims of Crime Policy
- 4160-SO Children of Teachers Policy
- 5000 Series - Student Services**
- 5000-SO Student Concepts and Roles
- 5045-SO Acceptable Use Policy

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

8. BUSINESS/FINANCIAL SERVICES

8.1. (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 2021-2022 school year.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

8.2. (Action) Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and Sage Oak Charter Schools

It is recommended the Board approve the annual Audit Engagement Services between CliftonLarsonAllen (CLA) for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051), for the year ended June 30, 2022.

Fiscal Impact: \$31,475

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

9. EDUCATION/STUDENT SERVICES

9.1. (Action) Approval of the A-G Completion Improvement Grant Plan

It is recommended the Board approve the A-G Completion Improvement Grant Plan for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: Pending State determination of final fund distribution.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

10. POLICY DEVELOPMENT

10.1. (Action) Approval of New Board Policies and Suspended Policies

It is recommended the Board approve and suspend 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.

Board Policies: New

6000 Series - Instruction

6210-SO Graduation Policy

Board Policies: Suspended
4000 Series - Personnel Services
4175-SO Salary Advancement Policy

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

11. CALENDAR

The next scheduled meeting will be held virtually on April 21, 2022.

12. BOARD COMMENTS

13. CEO COMMENTS

14. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at _____ a.m.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

FOR MORE INFORMATION

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