

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



Agenda

Thursday, May 12, 2022

Regular Meeting Begins at 9:45 a.m.

Closed Session Begins at 9:50 a.m.

Regular Meeting Reconvene at 10:15 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: 886 1447 7084

Join URL: <https://us06web.zoom.us/j/88614477084>

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 May 12, 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. 2022-5-12 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361**

It is recommended the Board approve Resolution No. 2022-5-12 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. 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.

5. ADJOURN TO CLOSED SESSION

Time: _____

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

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

6. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Gov. Code Section 54956.9(d)(1)). One Case.

Case Name: Student v. Sage Oak, Office of Administrative Hearings (OAH) Case No. 2021090160 - Amendment to Settlement Agreement

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION/INITIATION OF LITIGATION (Government Code section 54956.9(d)(4)): One potential case.

Public Employee Performance Evaluation Pursuant to Government Code 54957

a. Performance Evaluation, Executive Director

7. RECONVENE REGULAR MEETING

Time: _____

8. PLEDGE OF ALLEGIANCE

Led by: _____

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.

10. CORRESPONDENCE/PROPOSALS/REPORTS

- 10.1. School Highlights and Student Showcase, Presented by Krista Woodgrift, Executive Director
Student: Micha Kim, Presented by: Lana Gadea and Tara Edwards
- 10.2. Year in Review - Principals/Student Services
Presented by: Erin Bunch, Chelsey Anema, Lana Gadea, and Kate Bayless
- 10.3. Letter from Helendale Unified School District re: 2021-22 Second Interim Report
Summary Analysis Review, Presented by Kurt Madden, Board Consultant

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 April 21, 2022

Consent Calendar - Business/Financial Services

- 11.2. Check Register - April 2022
- 11.3. Ratification of Document Tracking Services (DTS) Licensing Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.4. Ratification of School Pathways Master Services Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.5. Ratification of R&B Communications Software License Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.6. Ratification of Online Purchasing Systems (OPS) Services Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.7. Ratification of CliftonLarsonAllen (CLA) Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)
- 11.8. Approval of BoardOnTrack Membership for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Personnel Services

- 11.9. Approval of Certificated Personnel Report
- 11.10. Approval of Classified Personnel Report
- 11.11. Approval of Job Descriptions
- 11.12. Approval of 2022-2023 Certificated Employee Work Year Calendar
- 11.13. Approval of 2022-2023 Classified Employee Work Year Calendar

Consent Calendar - Policy Development

11.14. 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.

3000 Series - Business Services

3010-SO Fiscal Control Policy and Procedures Manual

4000 Series - Personnel Services

4145-SO Professional Development Reimbursement Policy

4145E-SO Professional Development Reimbursement Policy Exhibit

Board Policies: Reviewed

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

3000 Series - Business Services

3125-SO Intra-Organizational Loan Policy

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

12. PERSONNEL SERVICES

12.1. (Action) Approval of Job Description, Job Title, Salary Schedule, Placement on Salary Schedule, and Length of Contract for the Current Executive Director

It is recommended the Board approve the major components of a contract proposal for the current Executive Director that consist of an updated job description and salary schedule, salary placement, and length of contract. The final draft of the contract will be presented at the upcoming June 16, 2022, Board meeting.

Fiscal Impact: TBD

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

12.2. (Action) Approval of Declaration of Need (DON)

It is recommended the Board approve the Declaration of Need (DON) for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: None.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

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.

Board Policies: New

9000 Series - Board By-Laws

9200-SO Limits of Board Member Authority

9222-SO Resignation

9223-SO Filling Vacancies

9224-SO Oath or Affirmation

9224E-SO Oath or Affirmation Exhibit

9230-SO Orientation

9240-SO Board Training

9250-SO Remuneration, Reimbursement and Other Benefits

9260-SO Legal Protection

9270-SO Conflict of Interest

9270E-SO Conflict of Interest Exhibit

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

14. CALENDAR

The next scheduled meeting will be held virtually on June 16, 2022.

15. BOARD COMMENTS

16. CEO COMMENTS

17. 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.