

SAGE OAK CHARTER SCHOOLS
Regular Meeting of the Board of Directors

Agenda

Thursday, July 15, 2021
Closed Session Begins at 1:00 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: 962 7093 5730

Join URL: <https://zoom.us/j/96270935730>

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: _____ p.m.

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 July 15, 2021.

Roll Call Vote:

William Hall
Michael Humphrey
Steve Fraire
Susan Houle
Peter Matz

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

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: _____

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 _____

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
- b. CEO Evaluation

6. RECONVENE REGULAR MEETING

Time: _____

7. PLEDGE OF ALLEGIANCE

Led by: _____

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. Audit Governance Communication Letter - CliftonLarsenAllen LLP (CLA), Presented by Kurt Madden, CEO
- 9.3. DMS Monthly Update (DMU) - May 2021, Presented by Karl Yoder
- 9.4. 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 June 10, 2021
- 10.2. Minutes of the Regular Board Meeting that was held on June 24, 2021

Consent Calendar - Business/Financial Services

- 10.3. Check Register - June 2021

- 10.4. Approval of 2021-2022 Special Education Master Contract for Vendor Services - Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Education/Student Services

- 10.5. Approval of 2021-2022 English Learner Master Plan - Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051)

Consent Calendar - Personnel Services

- 10.6. Approval of Certificated Personnel Report
10.7. Approval of Classified Personnel Report
10.8. Approval of Job Descriptions

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

11. BUSINESS/FINANCIAL SERVICES

11.1. (Action) Approval of Purchasing Card Application and Agreement

It is recommended that the Board approve the Purchasing Card Application and Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact: Annual cash rebate to the school to be determined.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

11.2. (Action) Approval of Parsec Education - Service Agreement

It is recommended that the Board approve the Parsec Education - Service Agreement for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact:

Sage Oak Charter Schools - Helendale (#1885)	\$9,537.60
Sage Oak Charter Schools - Keppel (#1886)	\$898.80
Sage Oak Charter Schools - Warner (#2051)	\$1,563.60

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

11.3. (Action) Approval of Education Protection Account - Expenditure Summary

It is recommended that the Board approve the Education Protection Account - Expenditure Summary for Sage Oak Charter Schools, Helendale (#1885), Keppel (#1886), and Warner (#2051).

Fiscal Impact:

Sage Oak Charter Schools - Helendale (#1885)	\$616,726
Sage Oak Charter Schools - Keppel (#1886)	\$58,200
Sage Oak Charter Schools - Warner (#2051)	\$101,074

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

11.4. (Action) Approval of The Collaborative Charter Services Organization (CSO)

Services Agreement Addendum - Executive Assistant

It is recommended that the Board approve the CSO Services Agreement Addendum - Executive Assistant.

Fiscal Impact: \$69,082.14

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

12. EDUCATION/STUDENT SERVICES

12.1. (Action) Approval of 2021 LCAP Local Performance Indicator Self-Reflection

It is recommended that the Board approve the 2021 LCAP Local Performance Indicator Self-Reflection report for Sage Oak Charter Schools.

- a. Local Performance Indicator Self-Reflection, Helendale (#1885)
- b. Local Performance Indicator Self-Reflection, Keppel (#1886)
- c. Local Performance Indicator Self-Reflection, 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. PERSONNEL SERVICES

13.1. (Action) Approval of Addendum to Employment Contract - Krista Woodgrift, Executive Director

It is recommended that the Board approve the Addendum to Employment Contract - Krista Woodgrift, Executive Director.

Fiscal Impact: Correction: Annual salary for 2020-2021 is corrected to reflect the pay freeze at the 2019-2020 rate of \$168,740.
Annual salary for 2021-2022 will be \$172,115.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Peter Matz

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

13.2. (Action) Approval of Declaration of Need with the Commission on Teacher Credentialing (CTC)

It is recommended that the Board approve the Declaration of Need with the Commission on Teacher Credentialing (CTC) for five (5) English Learner (EL) permits per school.

Fiscal Impact: None.

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 August 12, 2021.

15. BOARD COMMENTS

16. CEO COMMENTS

17. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at _____ p.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,
please contact Sage Oak Charter Schools.

Telephone: 760-494-9646.