

**TRUSTEES**

Jonathan Merriam, President  
Kathy Main, Clerk  
Ryan Reece  
Elizabeth Thompson  
Cassandra Shepherd

**ADMINISTRATION:**

Trish Anderson, Superintendent  
Terrie Purto, Business Official



**Hickman Community Charter District  
Meeting of the Board of Trustees**

**MINUTES**

**December 11, 2023**

**Meeting Begins with a Closed Session at 5:00 P.M.**

**Regular Session resumes at 5:30PM**

**PUBLIC MEETING**

**Stem Room#1, 13306 Fourth Street, Hickman, CA 95323**

**1. Call to Order at: 5:01 p.m.**

**Members Present:**

Elizabeth Thompson, President  
Jonathan Merriam, Clerk  
Ryan Reece  
Kathy Main  
Cassandra Shepherd

**Members Absent:** None

**Late Arrivals:** None

**Others Present:** None

Motion by: Jonathan Merriam  
Seconded by: Kathy Main  
Ayes: 5 Nays: 0 Abstain: 0

**2. Approval of Agenda**

Motion by: Cassandra Shepherd  
Seconded by: Ryan Reece  
Ayes: 5 Nays: 0 Abstain: 0

### **3. Closed Session**

**Called to Order at: 5:03 p.m.**

Motion by: Kathy Main  
Seconded by: Jonathan Merriam  
Ayes: 5 Nays: 0 Abstain: 0

**3.1 Employee Matters:** *(Government Code Section 54957)*

**Public Employee appointment, employment, performance evaluation, discipline/dismissal/release**

**3.2 Student Matters:** *(Government Code Section 54950)*

**3.3 Labor Negotiations:** *(Government Code Section 54957.6)*

**Exited Closed Session at: 5:34 p.m.**

Motion by: Kathy Main  
Seconded by: Ryan Reece  
Ayes: 5 Nays: 0 Abstain: 0

**Report out of Closed Session Actions - None**

Action:  
Motion by:  
Seconded by:  
Ayes: Nays: Abstain:

### **4. Welcome**

4.1 Pledge of Allegiance  
4.2 Welcome

**5.0 Public Comment-** None

### **6.0 Public Hearing Re: Annual Organizational Meeting**

**Open Public Hearing 5:35p.m.**

Motion by: Jonathan Merriam  
Seconded by: Kathy Main  
Ayes: 5 Nays: 0 Abstain: 0

### **6.1 Organization of Board and District**

**6.1.1 Election of President: Jonathan Merriam**  
(New President assumes seat and leads meeting)

Motion by: Kathy Main  
Seconded by: Ryan Reece  
Ayes: 5 Nays: 0 Abstain: 0

**6.1.2 Election of Clerk: Kathy Main**

Motion by: Elizabeth Thompson  
Seconded by: Ryan Reece  
Ayes: 5 Nays: 0 Abstain: 0

**6.1.3 Election of Representative for County Committee: Cassandra Shepherd**

Motion by: Ryan Reece  
Seconded by: Kathy Main  
Ayes: 5 Nays: 0 Abstain: 0

**6.1.4 Appoint the Superintendent as Secretary to Serve for 2024-25**

Motion by: Cassandra Shepherd  
Seconded by: Elizabeth Thompson  
Ayes: 5 Nays: 0 Abstain: 0

**6.2 Approve Authorization for the following individuals to sign warrants, warrant orders, and payroll orders:**

- Trish Anderson, Superintendent
- Candy Barnett, Principal
- Marie Reynosa, Charter Co-Director
- Ellen Hansen, Charter Co-Director
- Terrie Purto, Business Manager

*Explanatory Statement:*

*Each year at the board's organizational meeting the board approves individuals who are authorized agents to sign warrants, warrant orders and payroll orders.*

Motion by: Kathy Main  
Seconded by: Elizabeth Thompson  
Ayes: 5 Nays: 0 Abstain: 0

**6.3 Approve 2024 Regular Board Meeting Calendar Dates (Second Monday of each month except for April, December) - approved with the following meeting being held-February 5th, November 18, December 16, 2024**

January 8, 2024	April 8, 2024	June 17, 2024	October 14, 2024
<b>February 12, 2024</b>	May 13, 2024	August 12, 2024	<b>November 11, 2024</b>
March 11, 2024	June 10, 2024	September 9, 2024	<b>December 16, 2024</b>

Motion by: Elizabeth Thompson  
Seconded by: Ryan Reece  
Ayes: 5 Nays: 0 Abstain: 0

**6.4 Approve 2024 Board Governance Calendar**

Motion by: Cassandra Shepherd  
Seconded by: Kathy Main  
Ayes: 5 Nays: 0 Abstain: 0

**Exit Public Hearing 5:44 p.m.**

Motion by: Ryan Reece

Seconded by: Kathy Main  
Ayes: 5 Nays: 0 Abstain: 0

## 7.0 Consent Items

### 7.1 [Approval of Minutes from November 13, 2023](#)

### 7.2 Approval of Warrants

Date	Amount
<a href="#">November 9, 2023</a>	<a href="#">127,502.29</a>
<a href="#">November 17, 2023</a>	<a href="#">41,219.20</a>
<a href="#">December 1, 2023</a>	<a href="#">28,039.61</a>
Total	\$196,761.10

### 7.3 Approval the following proposed Field trips and fundraisers

- [HMS Cheer Day Camp Fundraiser February 2024](#)
- **HCS Choir Water Music at Great Wolfe Lodge February 26-28, 2024**
- **HCS Choir Disneyland Performance March 20-22, 2024**
- **HES Museum of Science and Curiosity April 18, 2024**

Motion by: Cassandra Shepherd  
Seconded by: Elizabeth Thompson  
Ayes: 5 Nays: 0 Abstain: 0

## 8.0 Administrative Items (Information, discussion, and possible action Items)

### 8.1 [Additional reading BB 9250 \(a,b\) Remuneration, Reimbursement, and Benefits](#)

*Explanatory Statement: Education Code 35120 allows each member of the governing board to receive a maximum monthly compensation as provided in law. This was brought to the board for a first reading last year 12/12/22 but no further action was taken..*

Motion by: Cassandra Shepherd  
Seconded by: Elizabeth Thompson  
Ayes: 5 Nays: 0 Abstain: 0

### 8.2 [Approve the Signatures of the Board and Authorized Agents](#)

*Explanatory Statement: Education Code Section 42633 states "The governing board of each school district shall be responsible for filing or causing to be filed with the county superintendent of schools the verified signature of each person, including members of the governing board, authorized to sign orders in its name. No order on the funds of any school district shall be approved by the county superintendent of schools unless the signatures are on file in his office and he is satisfied that the signatures on the order are those of persons authorized to sign the order."*

Motion by: Kathy Main  
Seconded by: Elizabeth Thompson  
Ayes: 5 Nays: 0 Abstain: 0

### **8.3 Approve the Retirement Letter of a Campus Classified Employee**

*Explanatory Statement:*

Motion by: Cassandra Shepherd  
Seconded by: Ryan Reece  
Ayes: 5 Nays: 0 Abstain: 0

### **8.4 Approve the Actions being taken by Human Resources**

- **HR Board Transmittal Form**

*Explanation: The District's Human Resource Report reflects the status of human resources functions such as any new positions, revised job descriptions, new hires, leave requests, resignations and/or terminations.*

Motion by: Kathy Main  
Seconded by: Elizabeth Thompson  
Ayes: 5 Nays: 0 Abstain: 0

### **8.5 Approve the November Board Report**

*Explanatory Statement: Monthly financial report*

Motion by: Kathy Main  
Seconded by: Cassandra Shepherd  
Ayes: 5 Nays: 0 Abstain: 0

### **8.6 Approve the 23-24 First Interim Budget Report**

- **PowerPoint Presentation**

*Explanatory Statement: Business manager will present the first interim budget for approval.*

Motion by: Cassandra Shepherd  
Seconded by: Kathy Main  
Ayes: 5 Nays: 0 Abstain: 0

## **9. Reports**

9.1 Business Manager Report- Terrie Purto

- Reported in 8.5 and 8.6

9.2 School Reports

9.2.1 HES/HMS Report - C. Barnett-Absent

9.2.2 [HCS Report](#)-Marie Reynosa

- See attached report

9.3 Facilities Manager Report - George Walls

- Well has been drilled
- Pump install beginning
- Band container pad complete
- Band container delivery expected on 12/20/23
- Hickman's bus build has begun
- Fire Marshall inspection scheduled for 12/29/23
- No signs or student work on the doors or all the way covering the wall
- Will be meeting with administration concerning

- Bynum Field Project
- Facility use

9.4 [Superintendent Report](#)- Trish Anderson

- See Attached

9.5 Board Comments

- C. Shepherd- expressed how impressed she was with the Business Manager's(T. Purto) growth and confidence after the training she attended
- J. Merriam asked the superintendent and the Facility Manager to reflect on if adding just one modular will be enough to house future TK students ?
- K. Main- wanted to let the facilities manager( G. Walls) know the Board's appreciation of his flexibility of his personal schedule and giving up personal time off, when dealing with contractor's schedules for various school site projects being completed.

**10. Additional Closed Session (if required)- Called to Order at: - None**

Motion by:

Seconded by:

Ayes: Nays: Abstain:

Exited Closed Session at:

Motion by:

Seconded by:

Ayes: Nays: Abstain:

**11. Report of Closed Session Actions - None**

Motion by:

Seconded by:

Ayes: Nays: Abstain:

**12. Adjournment:**

The meeting was adjourned at: **6:37 p.m.**

Motion by: Cassandra Shepherd

Seconded by: Kathy Main

Ayes: 5 Nays: 0 Abstain: 0

*Board Minutes from December 11, 2023, approved on January 8, 2024*

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*Jonathan Merriam, Board President*

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*Kathy Main- Board Clerk*

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*Elizabeth Thompson-Board Member*

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*Cassandra Shepherd-Board Member*

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*Ryan Reece-Board Member*

