

**TRUSTEES**

Cassandra Shepherd, President  
Ryan Reece, Clerk  
Kathy Main  
Anthony Agueda  
Sam Choate

**ADMINISTRATION:**

Trish Anderson , Superintendent  
Terrie Purto, Business Official



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

**Minutes**

**December 16, 2024**

**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: 5:00 p.m.**

**Members Present:**

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

**Members Absent:** None

**Late Arrivals:** None

**Others Present:** None

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

**2. Approval of Agenda**

Motion by: Ryan Reece

Seconded by: Elizabeth Thompson  
Ayes: 5 Nays: 0 Abstain: 0

### 3. Closed Session

**Called to Order at: 5:01p.m.**

Motion by: Cassandra Shepherd

Seconded by: Kathy Main

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: 5:32p.m.**

Motion by: Elizabeth Thompson

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

#### **Report out of Closed Session Actions -**

Action: **The Board supports and approves the [MOU](#) with Hughson High School concerning the Drama Teacher**

Motion by: Elizabeth Thompson

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

### 4. Welcome

4.1 Pledge of Allegiance

4.2 Welcome

4.3 School Board Members Oath of Office:

- [Kathy Main](#)
- [Anthony Agueda](#)
- [Sam Choate](#)

### 5.0 Public Comment- *None*

*A short recess was taken to honor the two retiring Board Trustees, Elizabeth Thompson and Jonathan Merrian. The meeting resumed at 6:06 p.m.*

### 6.0 [Public Hearing Re: Annual Organizational Meeting](#)

**Open Public Hearing 6:07 p.m.**

Motion by: Anthony Agueda

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

#### 6.1 Organization of Board and District

**6.1.1 Election of President: Kathy Main (former clerk took the position and a**

**vote was taken:**

Motion by: Ryan Reece

Seconded by: none

Discussion was had after no there was no second motion-

- Cassandra Shepherd said that to be transparent she needed to voice concern about the nominee's ability to fulfill the duties of Board President.
- Kathy Main responded explaining her granddaughter's illness and that she had been board president five times prior to now, and her granddaughter is healing from the catastrophic illness. She does go out of state often, but if a need arose, while she was gone, she would make arrangements to fly back immediately.
- The following vote was held

Ayes: 1 Nays: 4 Abstain:

**Another Nominee for President was put to vote:**

**Election of President: Cassandra Shepherd**

(New President assumes seat and leads meeting)

Motion by: Sam Choate

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

**6.1.2 Election of Clerk: Anthony Agueda was nominated by Sam Choate and a vote was taken**

Motion by: Sam Choate

Seconded by: none

Ayes: 1 Nays: 4 Abstain:

Discussion between the Board Member and it was suggested that Ryan Reece should fill the board position since he has two years experience of being a Board Trustee and has not yet held an office.

Trustee, Anthony Agueda, would have time to learn the Board Meeting Protocols, and allow him to observe for the first year before holding a position.

**Another Nominee for clerk was put to vote:**

**6.1.2 Election of Clerk: Ryan Reece**

Motion by: Kathy Main

Seconded by: Cassandra Shepherd

Ayes: 5 Nays: 0 Abstain: 0

**6.1.3 Election of Representative for County Committee: Anthony Agueda**

Motion by: Kathy Main

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

**6.1.4 Appoint the Superintendent as Secretary to Serve for 2025-26**

Motion by: Ryan Reece

Seconded by: Anthony Agueda

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

**6.3 Approve 2025 Regular Board Meeting Calendar Dates (Second Monday of each month except for June 16, 2025)**

January 13 , 2025	April 14, 2025	June 16, 2025	October 13, 2025
February 10 , 2025	May 12 , 2025	August 11, 2025	November 10, 2025
March 10 , 2025	June 9 , 2025	September 8, 2025	December 8 , 2025

Motion by: Anthony Agueda  
 Seconded by: Sam Choate  
 Ayes: 5 Nays: 0 Abstain: 0

**6.4 Approve 2025-26 Board Governance Calendar**

Motion by: Kathy Main  
 Seconded by: Anthony Agueda  
 Ayes: 5 Nays: 0 Abstain: 0

**Exit Public Hearing 6:25 p.m.**

Motion by: Anthony Agueda  
 Seconded by: Kathy Main  
 Ayes: 5 Nays: 0 Abstain: 0

**7.0 Public Hearing Re: Electronic Acceptable Use Policy (AUP)**

**Open Public Hearing 6:26 p.m.**

Motion by: Ryan Reece  
 Seconded by: Anthony Agueda  
 Ayes: 5 Nays: 0 Abstain: 0

**7.1 Approve Revision of Electronic Acceptable Use Policy for 2025-2026**

*Explanatory Statement: Each year the District will be asked to review the Electronic Acceptable Use Policy. This year, A few spelling errors were corrected but no changes to the content was made.*

Motion by: Ryan Reece  
 Seconded by: Sam Choate  
 Ayes: 5 Nays: 0 Abstain: 0

**Exit Public Hearing 6:32 p.m.**

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

## 8.0 Consent Items

*All items are approved by a single action. Any item may be removed from the Consent Agenda for separate discussion upon request of a member of the audience, staff, and/or Board.*

### 8.1 [Approval of Minutes from November 18, 2024](#)

### 8.2 Approval of Warrants

Date	Amount
<a href="#">November 15, 2024</a>	<a href="#">50,196.45</a>
<a href="#">November 22, 2024</a>	<a href="#">38,929.46</a>
<a href="#">December 6, 2024</a>	<a href="#">370,711.62</a>
Total	\$459,837.53

### 8.3 Approval the following proposed Field trips and/or fundraisers

- HMS Grades 6,7,8, Dodge Ridge Student Ski Trip January 22, 2025

Motion by: Sam Choate  
Seconded by: Kathy Main  
Ayes: 4 Nays: 0 Abstain: 1 (Anthony Agueda, being newly installed Trustee, opted out of the vote on the consent items).

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

### 9.1 [Approve the SCOE Save the Date for New School Board Member Workshop February 25, 2025, from 3:30-6:30 p.m.](#)

*Explanatory Statement:*

Motion by: Anthony Agueda  
Seconded by: Sam Choate  
Ayes: 5 Nays: 0 Abstain: 0

### 9.2 [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: Ryan Reece  
Seconded by: Sam Choate  
Ayes: 5 Nays: 0 Abstain: 0

### **9.3 Approve WorkPlace Violence Prevention Plan**

*Explanation: This plan includes the requirements of Senate Bill 553 approved by the Governor and filed with the Secretary of State September 30, 2023.*

Motion by: Kathy Main

Seconded by: Sam Choate

Ayes: 5 Nays: 0 Abstain: 0

### **9.4 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: Anthony Agueda

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

**9.5 Approve the Revisions to the Stipend List** - (Mr. Walls asked the process that needs to be followed to request a stipend be added to the list. He is to contact the classified representatives and they will take the request to administration during their bargaining meeting.)

*Explanatory Statement: We are just changing the title for the classified \$40/hour position and taking off the wording "enrichment teacher" from the teachers extra duty \$45/hr rate.*

Motion by: Kathy Main

Seconded by: Sam Choate

Ayes: 5 Nays: 0 Abstain: 0

### **9.6 Approve the Revisions to the Non Core Subject Specialist Job Description**

*Explanatory Statement: We are just changing the title for the classified \$40/hour position and taking off the wording "enrichment teacher" changing the wording to Non core Subject Specialist*

Motion by: Sam Choate

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

### **9.7 Approve the November Board Report**

*Explanatory Statement: Monthly financial report*

Motion by: Sam Choate

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

### **9.8 Approve the 24-25 First Interim Budget Report**

- **PowerPoint Presentation**

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

Motion by: Anthony Agueda

Seconded by: Kathy Main

Ayes: 5 Nays: 0 Abstain: 0

## **10. Reports**

10.1 Business Manager Report - Terrie Purto

- Reported in 9.7 and 9.8

#### 10.2 School Reports

10.2.1 [HES/HMS Report](#)- Candetta Barnett

10.2.2 [HCS Report](#) - Ellen Hansen

#### 10.3 Facilities Manager Report- George Walls

- Tk Project on schedule
- Breaking ground in March
- Buildings should arrive in April
- Should all be complete by 25-26 school year start
- Rock is being added to the west side of Bynum field to prevent erosion
- Replacement gutters are planned for the 80's wing
- The state just responded to the 2018 Bus Grant HCCD applied for Hickman is hoping they will give a grant to help the district buy a Biodiesel Bus 36 passenger capacity.
- All bus driver have been recertified

#### 10.4 [Superintendent Report](#) - Trish Anderson

#### 10.5 Board Comments

Anthony Agueda-

- Thank you to all for being patient, he hopes that people will feel free to contact him with opportunities that come up on and off campus. He is here to be a part of the community and support the school

Kathy Main

- Wanted to officially welcome the Anthony Agueda and Sam Choate to the Board
- Thank you to Elizabeth Thompson and Jonathan Merriam, it was a pleasure to work with them.

Sam Choate

- Wanted to again say what a great job Mrs. Purto did in the presentation of the Budget report. He would like to keep everything moving forward and progressing in a positive direction.

Ryan Reece

- It has been a pleasure working with the retiring Board Trustees.
- He wanted to welcome the new Board Trustees and looks forward to work with them.

### **11. Additional Closed Session (if required)- Called to Order at: 7:47 p.m.**

Motion by: Anthony Agueda

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

Exited Closed Session at: **8:06 p.m.**

Motion by: Ryan Reece

Seconded by: Sam Choate

Ayes: 5 Nays: 0 Abstain: 0

### **12. Report of Closed Session Actions - None**

Motion by:

Seconded by:

Ayes: Nays: Abstain:

### **13. Adjournment:**

The meeting was adjourned at: **8:08 p.m.**

Motion by: Kathy Main

Seconded by: Sam Choate

Ayes: 5 Nays: 0 Abstain: 0

**Board Minutes from December 16, 2024, approved January 13, 2025**

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Cassandra Shepherd, Board President

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Ryan Reece- Board Clerk

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Kathy Main-Board Member

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Anthony Agueda-Board Member

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Sam Choate-Board Member