

TRUSTEES:

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

ADMINISTRATION:

Trish Anderson, Superintendent
Terrie Purto, Business Official



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

MINUTES

March 13, 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

1.0 Call to Order at: 5:00 p.m.

Members Present:

- Elizabeth Thompson, President
- Jonathan Merriam, Clerk
- Kathy Main
- Ryan Reece
- 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___

2.0 Approval of Agenda

Motion by: Ryan Reece

Seconded by: Cassandra Shepherd

Ayes:___5___ Nays:___0___ Abstain:___0___

3.0 Closed Session -

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

Motion by: Jonathan Merriam

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: 5:30 p.m.

Motion by: Ryan Reece

Seconded by: Cassandra Shepherd

Ayes:___5___ Nays:___0___ Abstain:___0___

Report of Closed Session Actions -

- The board approved **Resolution #2223-05** regarding the intention to terminate certificated employees due to a reduction of particular kinds of services due to a reduction in funding.

Motion by: Jonathan Merriam

Seconded by: Cassandra Shepherd

Ayes:___5___ Nays:___0___ Abstain:___0___

- The Board made the decision to extend the **Memorandum of Understanding** with the certificated staff to allow them to substitute during their prep time and extend their day by an hour to replace the lost prep period which will be paid at a supplemental pay rate.

4.0 Welcome

4.1 Pledge of Allegiance

4.2 Welcome

5.0 Public Comment- Liz Taber (addressing the board as a parent), would like a rule change of no cell phones on campus. Prior to needing a cell phone policy, calls “home” always went through the offices. This was a practice for all occurrences, emergencies, homework left at home, illness, ect... Cell phones are a distraction from education and have limited student socialization skills. All students would benefit from this break from technology. It might help limit the spread of harmful social media incidents and reduce bullying issues. Mrs. Barnett- HES/HMS principal believes that social media has become a lure, even an addiction, causing a lack of empathy in users and she is in support of a “no cell phone” rule.

6.0 Consent Items

6.1 [Approval of Board Meeting Minutes from February 13, 2023](#)

6.2 Approval of warrants

Date	Amount
February 10, 2023	138,299.16
February 17, 2023	42,700.86
February 24, 2023	40,060.43
March 3, 2023	31,797.33
Total	\$252857.78

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

7.0 Presentations/ Announcements

7.1 Expanded Learning Consultants and Advisors Presentation- Sair Lara

Explanatory Statement: As the conditions of the state’s proposed budget change, so does the funding for Hickman’s ELO - Program. This will cause uncertainties in staffing for the program. It is recommended that HCCD use a vendor to coordinate the program, rather than a permanent employee with the district. This will allow HCCD to adequately staff the classified positions needed to run the program.

7.2 Field Trip/Fundraisers

Explanatory Statement: These Field Trips have been reviewed and approved by the Principal, MOT Manager, as well as the superintendent.

- [HMS Salmon Release](#) March 14, 2023
- Campus Honor Roll Trip March 15-16, 2023
- HES April 20th Hilmar Cheese- George
- HES April 25th Hughson play-Kirstin

- HMS May 10th Career Center-Kirstin
- HES 3rd Grade May 11th Sacramento Science Museum
- GATE May 16th Sacramento - Kirstin
- May 17th HMS Career Center-Kirstin
- [Mister Car Wash -Track and Field Fundraiser](#)

7.2 The April Board Meeting Date is Monday, April 3, 2023

Explanatory Statement: The second Tuesday of the month falls during spring break, therefore the meeting was scheduled for Monday, April 3, 2023.

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

8.1 [Approve the SCOE 2022-2023 First Interim Approval Letter](#)

*Explanatory Statement: Throughout the year the county office of education reviews budgets of the district's schools. This letter certifies that HCCD continues to remain in the **positive certification status**. They also offer suggestions for two year projections on how to remain financially solvent. This letter points out that as our ADA drops, we also must reduce expenditures.*

Motion by: Jonathan Merriam

Seconded by: Kathy Main

Ayes: 5 Nays: 0 Abstain: 0

8.2 [Approve the February Budget Report](#)

Explanatory Statement: Monthly budget report, presented by Mrs. Purto.

Motion by: Cassandra Shepherd

Seconded by: Jonathan Merriam

Ayes: 5 Nays: 0 Abstain: 0

8.3 [Approve the review of the Safety Plan](#)

- Oodaloop replaces Alice

Explanatory Statement: Mrs Barnett and the Safety committee have reviewed and revised the HCCD Safety Plan as necessary. The Safety Plan has also been vetted by local law enforcement, and it is recommended that the board approve the safety plan.

Motion by: Ryan Reece

Seconded by: Katy Main

Ayes: 5 Nays: 0 Abstain: 0

8.4 [Approve the 2023-24 Master Agreement with Stanislaus County Office of Education](#)

Explanatory Statement: 2023-24 Master Agreement for services between SCOE and

Hickman Charter. As a small district we rely on services provided through the county that we would not otherwise be able to provide for ourselves. This is the list of services and costs to the district in order for us to maintain necessary programs.

Motion by: Jonathan Merriam

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

**8.5 Approve rescheduling the June Board Meeting to June 12, and June 19, 2023-
Tabled**

Explanatory Statement: June 12th meeting will include proposal of LCAP and Budget Adoption and June 19th will have approval of the items

Motion by:

Seconded by:

Ayes: Nays: Abstain:

8.6 Approve the following Request & Agreement for Interdistrict Attendance:

Explanatory Statement: Family has been made aware of the district's new TK program for the 23-24 school year and will come to tour the campus this week. Would like to proceed with this request in the event they still choose Hughson.

- [TK student to attend Hughson Unified School District](#)

Motion by: Kathy Main

Seconded by: Jonathan Merriam

Ayes: 5 Nays: 0 Abstain: 0

8.7 Approve the Eide Bailly 21-22 Audit Report

Explanatory Statement: EideBailly are Hickman Community Charter District's auditors as stated in their December 15, 2022 cover letter. Our 2021-22 annual audit has been completed by EideBailly and meets standards.

Motion by: Cassandra Shepherd

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

8.8 Approve the Actions being taken by Human Resources

Explanatory Statement: 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.

- [Human Resources Business Report for March 2023](#)

Motion by: Jonathan Merriam

Seconded by: Cassandra Shepherd

Ayes: 5 Nays: 0 Abstain: 0

8.9 Approve the revised Classified Salary Schedule

- [Classified Salary Schedule](#)

Explanatory Statement: As we work to staff our ELO Program, it was required to add additional job descriptions to our salary schedule. The superintendent recommends approval.

Motion by: Kathy Main

Seconded by: Ryan Reece

Ayes: 5 Nays: 0 Abstain: 0

8.10 Approve the Second Interim Budget Report

- [PowerPoint Presentation](#)

Explanatory Statement: Business Manager will present the second interim for approval.

Motion by: Jonathan Merriam

Seconded by: Kathy Main

Ayes: 5 Nays: 0 Abstain: 0

9.0 Reports

9.1 Business Manager Report- T. Purto

- No more to report

9.2 School Reports

9.2.1 [HES/HMS Report](#) -C. Barnett

- See attached report

9.2.2 [HCS Report](#) -E. Hansen

- See attached report

9.3 Facilities Manager Report - G. Walls

- TK facility plan review with Mrs. Anderson scheduled
- Shade structure completion delayed due to weather conditions
- Track and Field running into water issues
- Artificial turf may be looked into as a field option
- Creating summer work list
- Tuesday, March 14, is the first meeting Mr. Walls is able to attend with fellow bus transportation colleagues

9.4 [Superintendent Report](#) -T. Anderson

- HMS Science position is still posted with no applicants
We will try and get interest in the job by deleting the middle school reference being the first word and listing it as a Science position.

9.5 Board Comments- None

10.0 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:_____

11.0 Report of Closed Session Actions

Motion by:
Seconded by:
Ayes:_____ Nays:_____ Abstain:_____

12.0 Adjournment:

The meeting was adjourned at: **8:15 p.m.**

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

Board Minutes from March 13, 2023, approved on April 3, 2023

Elizabeth Thompson, Board President

Jonathan Merriam- Board Clerk

Kathy Main-Board Member

Cassandra Shepherd-Board Member

Ryan Reece-Board Member