

Valley Union High School  
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## REGULAR BOARD MEETING

May 6, 2025

### REGULAR BOARD MEETING

1. Board President Allana Essary called the meeting to order at 5:34 pm.
2. **Roll Call:** Those in attendance were Allana Essary, Cynthia Mortenson, Daniel Boss, Angel Vasquez, Edgar Garcia, and Zaida Coronado.
3. **Agenda Adoption:** *Cynthia Mortenson motioned to approve the agenda as presented. Daniel Boss seconded the motion and the motion passed 4-0.*
4. **Approval of Minutes:** *Cynthia Mortenson motioned to approve the minutes from April 9 and April 14 board meetings, with a correction on line 22, and the April 22 special board meeting. Daniel Boss seconded the motion and the motion passed 4-0.*
5. **Superintendents Report:**  
**Edgar Garcia:**
  - Seniors are finishing up, with 15 out of 15 expected to graduate.
  - Teacher Appreciation Week is being celebrated with breakfasts, lunches, and snacks for staff and students.
  - Potential candidates for social studies and English positions.
  - Sports updates include softball finishing and baseball winning its first round, hosting a second-round game, and having players recognized as all-state.
  - New board meeting platform called Diligent for board meetings, where all documentation will be sent.
  - The platform will store all documents electronically, making it easier to access past records.
  - Board members are requested to accept the invite and set their passwords to access the platform.
  - Upcoming meeting with auditors for a financial risk analysis audit, which will be presented during a regular board meeting.

## **Graduation and Sports Schedule**

- **Shawna Hill** provides updates on sports
- Suggests a live presentation of diplomas to graduating baseball players in Phoenix.
- Explains the potential schedule conflict with the baseball game and graduation.
- The baseball division head confirmed no time changes for the semi-final game.
- Discussion about the possibility of presenting diplomas during the baseball game if it is scheduled early.

## **6. Governing Board: N/A**

## **7. Call to the Public: N/A**

## **8. Ratify Payroll Vouchers- 21 & 22 and Expenses 2523:**

- Daniel Boss questions the high amount for tables and chairs and the lack of detailed documentation for gas usage.
- Cynthia Mortenson questions about the payment for sports pictures and the contract for cleaning services.

*Cynthia Mortenson motioned to ratify payroll vouchers 21 & 22 and expenses 2523. Angel Vasquez seconded the motion and the motion passed 3-1 with Daniel Boss abstaining from expenses 2523.*

## **9. Activity/Blue Devil Account February 2025:**

*Cynthia Mortenson motioned to approve the Blue Devil/Activity account for March 2025. Angel Vasquez seconded the motion and the motion passed 4-0.*

## **10. Board Member Resignation:**

*Cynthia Mortenson motioned to approve board member resignation. Daniel Boss seconded the motion and the motion passed 4-0.*

## **11. Finances with Kirk: NO ACTION**

### **Financial Report and Budget Analysis**

- A financial report, highlighting the impact of a frozen tax rate on the budget.
- The current budget is \$1,007,426, with \$73,000 left unencumbered.
- The frozen tax rate will result in a \$75,000 shortfall in funding for the fiscal year.
- Advises against hiring new staff or giving substantial raises due to the financial constraints.

- Continues with the financial report, explaining the implications of the frozen tax rate on future budgets.
- The projected budget for FY 26 includes a 2% inflation adjustment, but the frozen tax rate will limit funding.
- Kirk advises against hiring new staff or giving substantial raises due to the financial constraints.
- The frozen tax rate will limit the ability to fund new positions or significant raises.
- He suggests finding operational efficiencies or eliminating positions to manage the budget.
- The board is advised to consider the impact of the frozen tax rate on future budgeting and staffing decisions.
- Emphasizes the importance of not depleting cash reserves to avoid future tax rate issues.
- Discussion on the difficulty of making cuts and the need for wiggle room in the budget.
- Suggests reviewing vendor contracts and extra duty contracts to find potential savings.
- Kirk mentions cleaning up encumbrances and decreasing supply expenditures. He suggests eliminating certain vendor purchases and re-evaluating extra duty contracts. He notes the presence of \$40,000 in extra duty contracts and \$60,000 in signing bonus dollars.
- The lack of wiggle room in the budget but commends the district for living within its means.
- Kirk offers to continue supporting the district next year.
- Kirk suggests using Prop 301 and Indian Gaming funds to provide one-time payments to staff as incentives. He explains the concept of retention payments and their allowability under Prop 301. The importance of understanding the district's performance plan to avoid conflicts with incentive payments.
- Kirk identifies unrestricted funds such as forest fees and indirect costs from federal grants and explains the process of calculating and using indirect costs to support grant administration.
- He highlights the need to address negative balances in the food service fund and full facilities board.
- He suggests setting up retention stipends to be paid out over the course of the year and emphasizes the importance of managing cash reserves and avoiding overspending.
- Kirk offers to continue supporting the district with budget management and annual management reports and encourages the district to review and understand all available funds and their restrictions. He expresses willingness to assist the district in the coming year and provide consistent support.

## **12. Bus Driver Pay:**

- Kirk suggests using one-time funds for staff incentives and ongoing expenditures for bus drivers and classified staff. He recommends providing onetime bonuses rather than increasing hourly rates for bus drivers.
- Board members want to review budget more before making this decision.

*Daniel Boss motioned to table bus driver pay increase. Cynthia Mortenson seconded the motion and the motion passed 4-0.*

### **13. Unification with Elfrida Elementary:**

- Discussion on potential impact of unification on tax rates and boundaries and other financial implications of unification.

- Suggestion on sending a letter to other districts to gauge interest would be beneficial.

*Cynthia Mortenson motioned to postpone Unification with Elfrida Elementary.*

*Daniel Boss seconded the motion and the motion passed 4-0.*

### **14. New Safety Gates:**

- Discussion on the possibility of using capital funds for the project

*Daniel Boss motioned to approve the construction of new safety gates with the contingency that it won't affect M&O funds. Angel Vasquez seconded the motion and the motion passed 4-0.*

### **15. FFA State Leadership Conference:**

*Cynthia Mortenson motioned to approve FFA State Leadership Conference and Camp. Daniel Boss seconded the motion and the motion passed 4-0.*

### **16. Douglas Factor:**

- Guidelines for employee discipline to benefit employees.

*Cynthia Mortenson motioned to adopt the Douglas Factor. Angel Vasquez seconded the motion and the motion passed 4-0.*

### **17. Spring Coach Stipends:**

- Discussion on the spring coaching stipends for track and field.
- Clarification on the assistant coach amounts and stipends.

*Angel Vasquez motioned to approve Spring Coach Stipends. Cynthia Mortenson seconded the motion and the motion passed 4-0.*

### **18. Contracts:**

- Discussion on the need to see comparisons (comps) to ensure they are not overdoing it.
- Suggestion on looking at contract number nine and the need for a requested increase in hourly wage.
- Proposition on getting creative with increasing the hourly rate, possibly through stipends or retention bonuses.
- Question on the low amount for a particular role, noting its importance and complexity.
- Every position has been frozen for the past two years, with exceptions for signing bonuses.
- Note on hourly contracts do not include signing bonuses, unlike salaried positions.
- Discussion the possibility of spreading out bonuses across the year to manage tax brackets.
- Discussion on the possibility of the maintenance person qualifying for 301 and being used as an emergency sub.

*Daniel Boss motioned to approve all contracts with the exception of number nine which requires more information. Cynthia Mortenson seconded the motion and the motion passed 4-0.*

**19. Future Agenda Items:**

Bus Driver Pay, Student Handbook, Reassessment of Stipends, Executive Session for Paraprofessional Contract, Financial Risk Analysis with Auditors

**20. Adjournment:** Daniel Boss motioned to adjourn the meeting at 7:32 pm. Cynthia Mortenson seconded the motion and motioned passed 4-0.

**21. Next Regular Meeting Date:** June 3<sup>rd</sup>, 2025

Submitted by Zaida Coronado  
Governing Board Members  
Valley Union High School  
District # 22

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