

Valley Union High School
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REGULAR BOARD MEETING

September 2, 2025

REGULAR BOARD MEETING

1. Board President Allana Essary called the meeting to order at 5:31 pm.
2. **Roll Call:** Those in attendance were Allana Essary, Cynthia Mortenson, Daniel Boss (late), Angel Vasquez, Elizabeth Hawkins, Sarah Barrett, and Kirk Waddle (via Zoom).
3. **Agenda Adoption:** *Cynthia Mortenson motioned to approve the agenda as presented. Angel Vasquez seconded the motion and the motion passed 3-0.*
4. **Approval of Minutes:** *Cynthia Mortenson motioned to approve the minutes of Regular Board Meeting on August 5th , 2025 & Special Meeting August 21st, 2025. Allana Essary seconded the motion and the motion passed 4-0.*

5. Superintendents Report: Elizabeth Hawkins:

- Update on the Grants Training attended recently will be providing grants monthly updates.
- Facilities and grounds update.
- Up to 82 students enrolled.
- Won a football game!

6. Governing Board:

Asked about Clearance Cards/ Background checks on coaches.

7. Call to the Public: N/A

8. Ratify Payroll Vouchers- 4-5 and Expenses 2532 & 2602:

Angel Vasquez motioned to ratify payroll vouchers 4-5 and expenses 2532 & 2602. Cynthia Mortenson seconded the motion and the motion passed 4-0.

9. Activity/Blue Devil Account July 2025:

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

10. Resignation:

Daniel Boss motioned to approve the business manager's resignation. Cynthia Mortenson seconded the motion and the motion passed 4-0.

11. Contracts:

Cynthia Mortenson motioned to approve contracts A (SPED), B (Counselor), and C (Business Manager/HR) TABLING D (Maintenance). Angel Vasquez seconded the motion and the motion passed 4-0.

12. Position Descriptions: NO ACTION. (First Read)

13. Policy & Procedures: TABLED

Allana Essary motioned to table policy & procedures. Cynthia Mortenson seconded the motion and the motion passed 4-0.

14. AssetPanda for Asset Management:

- Discussion on beginning with a smaller quantity of barcodes, with the option to increase as needed in order to secure a more favorable quote, and the ability to track mileages.

Daniel Boss motioned to table the request pending the response to the discussed items. Angel Vasquez seconded the motion and motion passed 4-0.

15. Local Co-Op: NO ACTION.

16. Request for Time Clock & Software: TABLED.

- Comparisons between Buddy Punch vs. Connecteam

Cynthia Mortenson motioned to table the request for time clock & software. Angel Vasquez seconded the motion and the motion passed 4-0.

17. Homecoming: NO ACTION.

- Discussion on the events happening for Homecoming
- Corvette car show

18. Phone Service: NO ACTION

19. Computers: NO ACTION.

20. Cameras: NO ACTION.

21. ASDB: NO ACTION.

22. Budget Revision FY26:

Cynthia Mortenson motioned to approve the Budget Revision for FY26. Daniel Boss seconded the motion and the motion passed 4-0.

23. Western Bank Credit Card Add/Remove:

Cynthia Mortenson motioned to approve removing Zaida Coronado from the Western Bank Credit Card and adding Sarah Barrett. Angel Vasquez seconded the motion and the motion passed 4-0.

24. Western Bank Accounts Add/ Remove:

Allana Essary motioned to approve removing Zaida Coronado from the Western Bank Accounts and adding Sarah Barrett. Daniel Boss seconded the motion and the motion passed 4-0.

25. First Reading of Policy Advisories 819-862: NO ACTION.

26. Future Agenda Items:

Second Read of Policy Advisories, First Read of the next Policy Advisories, AssetPanda Update, Maintenance Contract, Policy & Procedures, HUDL update

27. Adjournment: Daniel Boss motioned to adjourn the meeting at 8:19 pm. Cynthia Mortenson seconded the motion and motioned passed 4-0.

28. Next Regular Meeting Date: October 7, 2025.

Next Special Meeting: Friday September 5, 2025 at 6:00 PM.

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