

**Canyon-Owyhee School Service Agency**  
109 Penny Lane  
Wilder, Idaho 83676

Patricia Frahm, CEO/Superintendent  
Tammie Anderson, Special Education Director  
Jennifer Davis, Business Manager and Clerk of the Board

**DRAFT**

**Board of Trustees  
Regular Meeting Minutes  
Monday, August 21, 2023**

**Call to Order** - The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order by Chairman Sara Bartles at 6:01 p.m. in the agency board room.

a. Chairman Bartles led the Pledge of Allegiance.

b. Following persons were in attendance:

Stoney Winston	Superintendent	Parma
Dr. Jeff Dillon	Superintendent	Wilder
Rob Sauer	Superintendent	Homedale
Sara Bartles	Trustee/Board Chair	Parma
Norm Stewart	Superintendent	Marsing
John Baldazo	Trustee	Notus
Micah Doramus	Superintendent	Notus
Brittney Josoff	Trustee	Wilder
Patricia Frahm	COSSA CEO	COSSA
Tammie Anderson	Special Education Director	COSSA
Jennifer Davis	Business Manager/Clerk	COSSA

Not Present: OJ Barber, Trustee/Vice-Chairman, Marsing; Shane Muir, Trustee, Homedale

John Baldazo moved to approve the agenda as presented. Sara Bartles seconded the motion.  
Motion carried.

**Audience with Individuals and Groups**

None at this time.

**Agenda – Action Items:**

**Consider the approval of Consent Agenda items**

- i. Board Minutes – Regular Meeting July 17, 2023 – as presented.
- ii. Bill Schedule (August 21, 2023) – as presented.
- iii. Personnel Report – as presented.
- iv. Obsolete Items – as presented.

It was moved by Brittney Josoff and seconded by John Baldazo to approve the consent agenda items as presented. Motion carried.

## **Discussion/Information**

- a) COSSA Educational Association Representative - no report
- b) Business Office Report (Jennifer Davis) – no additions to submitted report
- c) Special Services Report (Tammie Anderson) – no additions to submitted report
- d) Academy Principal/CTE Coordinator (Terry Rothamer & Shelby Cloward) – no additions to submitted report
- e) COSSA Administration Report (Patricia Frahm) – no additions to submitted report
- f) Maintenance/Facilities (Chris Marciel) – no additions to the submitted report
- g) Food Services Report (Thomas Moreno) – no additions to the submitted report
- h) Information Technology Report (Samantha Paffile) –no additions to the submitted report
- i) Short-Term Training Report (Scott Webb) – no additions to submitted report

## **Old Business –**

### **a) New or Revised Board Policies – Second Reading**

- a. Strategic Plan – Annual Revision
- b. Policy 2425, Parental Rights – Second Reading

It was moved by John Baldazo and seconded by Brittney Josoff to approve the Strategic Plan – Annual Revisions with revised revisions upon second reading. Motion carried.

It was further moved by John Baldazo and Brittney Josoff and affirmed by Micah Doramus to move Policy 2425, Parental Rights – Second Reading to a third reading. Motion carried.

## **New Business -- Action Items**

### **a) New or Revised Board Policies—First Reading**

- a. Policy 2425P, Parental Rights – It was moved by Brittany Josoff and seconded by John Baldazo to move the Policy 2425P, Parental Rights to second reading. Motion carried.
- b. Policy 2425F, Parental Rights Form – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 2425F, Parental Rights Form to second reading. Motion carried.
- c. Policy 3345, Use of Restraint – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 3345, Use of Restraint to second reading. Motion carried.
- d. Policy 2120, Program Evaluation – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 2120, Program Evaluation to second reading. Motion carried.
- e. Policy 2140, Student and Family Privacy Rights – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 2140, Student and Family Privacy Rights to second reading. Motion carried.
- f. Policy 2140F, Student and Family Privacy Form – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 2140F, Student and Family Privacy Form to second reading. Motion carried.
- g. Policy 3085, Sexual Harassment, Discrimination – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 3085, Sexual Harassment, Discrimination to second reading. Motion carried.
- h. Policy 3085P, Sexual Harassment Procedures – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 3085P, Sexual Harassment Procedures to second reading. Motion carried.
- i. Policy 3083 Admission to COSSA Academy (reissued as Policy 3083) – It was moved by Brittany Josoff and seconded by John Baldazo to move Policy 3083 Admission to COSSA Academy (reissued as Policy 3083) to second reading. Motion carried.

- B. ISBA Superintendent Goals and Evaluations – It was moved by John Baldazo and seconded by Brittany Josoff to collaborate with the Idaho School Board Association (hereinafter referred to as ISBA) to use the \$6,600 (six thousand, six hundred dollars) available through ISBA and it's "Continuous Improvement Plan".
- C. Board Meeting Dates – No action taken.

**Executive Session—pursuant to I.C. 74-206(b)(d)** No Executive Session was held.

**Executive Session Action Items:** None at this meeting.

**Board Request to Administration –**

- Calendar for training;
- District to Agency in policies;
- Grant Report; and
- Career-Technical Program Survey to Districts.

**Adjournment** –John Baldazo moved to adjourn the meeting at 7:33 p.m. Sara Bartles seconded the motion. Motion carried.

Respectfully Submitted,

Jennifer Davis, Clerk