

**DRAFT**

**Board of Trustees**  
**Regular Meeting/Annual Meeting Minutes**  
**Wednesday, January 18, 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 6:04 p.m. in the agency board room.

a. Chairman Bartles led the Pledge of Allegiance.

b. Following persons were in attendance:

Shane Muir	Trustee	Homedale
Norm Stewart	Superintendent	Marsing
OJ Barber	Trustee/Vice-Chairman	Marsing
Sara Bartles	Trustee/Board Chair	Parma
Dr. Jeff Dillon	Superintendent	Wilder
Micah Doramus	Superintendent	Notus
Patricia Frahm	COSSA CEO	COSSA
Tammie Anderson	Special Education Director	COSSA
Rhonda Carpenter	Business Manager/Clerk	COSSA

Not Present: Rob Sauer, Superintendent, Homedale; John Baldazo, Trustee, Notus; Brittney Joseff Trustee, Wilder; Stoney Winston, Superintendent, Parma

c. OJ Barber moved to approve the agenda as presented. Micah Doramus seconded the motion. Motion carried.

**Agenda – Action Items:**

**Annual Board Meeting: Tabled Item:** It was moved by Micah Doramus and seconded by OJ Barber to approve Rhonda Carpenter as Treasurer for COSSA. Motion passed.

**Consider the approval of Consent Agenda items**

- i. Board Minutes – Regular Meeting January 18, 2023 & Special Meeting January 25, 2023– as presented
- ii. Bill Schedule (February 22, 2023) – as presented
- iii. Obsolete Items – as presented
- iv. Personnel Report – as presented

It was moved by Micah Doramus and seconded by Shane Muir to approve the consent agenda items as presented. Motion passed.

**Discussion/Information**

- a) COSSA Educational Association Representative (Brandy Gray) – no additions to submitted. Request was

made to put the scholarship information and application on the website.

- b) Business Office Report (Rhonda Carpenter) – no additions to submitted. Request was made for the Special Ed balance be sent to districts.
- c) Special Services Report (Tammie Anderson) – no additions to submitted report
- d) Academy Principal/CTE Coordinator (Patricia Frahm) – no additions to submitted reports. It was discussed by the Marsing Superintendent that the Marsing School District is doing a cost analysis of the programs offered by COSSA to determine their continuation in the COSSA consortium. A final report will be presented to the Marsing School Board in August 2023.
- e) COSSA Administration Report (Patricia Frahm) – no additions to submitted report
- f) Maintenance/Facilities (John Bechtel) – 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 submitted report
- i) Transportation Report (Samantha Paffile) no additions to submitted report
- j) Short-Term Training Report (Scott Webb) – no additions to submitted report

#### **Old Business –**

- a) **Changes to CTE Programs**—It was moved by Micah Doramus and seconded by OJ Barber to suspend the Building Trades program for the 23-24 school year and hire an Intro to Auto/Diesel instructor to serve participating districts for the 23-24 school year. Motion carried. It was discussed that the net promoter survey for students be considered to be administered to CTE students.

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

- a) **COSSA Administration:** New or Revised Board Policies:
  - COSSA Academy and CTE calendar: It was moved by Micah Doramus and seconded by Dr. Jeff Dillon to approve the calendar for 23-24 as presented. Motion passed.
  - CRTEC Course Description Manual: It was moved by OJ Barber and seconded by Micah Doramus to add in the Intro to Auto/Diesel and move it to a second reading. Motion carried. It was discussed that the ISEE course description codes be updated and shared with the districts for CTE math.
  - Policy 7400P3 & Policy 7400P4: It was moved by Micah Doramus and seconded by OJ Barber to move Policy 7400P3 & 7400P4 to second reading. Motion carried

**Executive Session:** It was moved by OJ Barber and seconded by Dr. Jeff Dillon to convene in to Executive Session according to Idaho Code 74-206 (d) at 7:17 P.M. Roll call vote: all present voting in favor. Executive Session adjourned at 7:22 P.M.

**Executive Session Action:** It was moved by OJ Barber and seconded by Dr. Jeff Dillon to approve the Juul resolution. Motion carried.

#### **Board Request to Administration –**

- Request was made by M. Doramus for an updated timeline for the budget for FY24. The administration will present something at the next board meeting in March.
- Request for the Sped 22-23 stipend report

**Adjournment** – OJ Barber moved to adjourn the meeting at 7:30 p.m. Shane Muir seconded the motion. Motion carried.

Respectfully Submitted,  
Rhonda Carpenter, Clerk