

**DRAFT**

**Board of Trustees**  
**Regular Meeting Minutes**  
**Monday, October 16, 2023**

**Call to Order** - The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order by Trustee John Baldazo at 6:00 p.m. in the agency board room.

- a. Trustee Baldazo led the Pledge of Allegiance.
- b. Following persons were in attendance:

|                 |                            |          |
|-----------------|----------------------------|----------|
| Stoney Winston  | Superintendent             | Parma    |
| Rob Sauer       | Superintendent             | Homedale |
| Micah Doramus   | Superintendent             | Notus    |
| Norm Stewart    | Superintendent             | Marsing  |
| John Baldazo    | Trustee                    | Notus    |
| Patricia Frahm  | COSSA CEO                  | COSSA    |
| Tammie Anderson | Special Education Director | COSSA    |
| Jennifer Davis  | Business Manager/Clerk     | COSSA    |

Not Present: Sara Bartles, Trustee-Board Chairman, Parma - Brittney Josoff, Trustee, Wilder - Dr. Jeff Dillon, Superintendent, Wilder - Shane Muir, Trustee, Homedale - OJ Barber, Trustee-Vice-Chairman, Marsing.

John Baldazo moved to approve the agenda as presented. Stoney Winston seconded the motion. Motion carried.

**Audience with Individuals and Groups**

Student Council Presentation  
Marsing District Presentation

**Consent Agenda – Action Items:**

**Consider the approval of Consent Agenda items**

- i. Board Minutes: September 18, 2023 Regular Meeting
- ii. Bill Schedule – Mandy Pascale
- iii. Personnel Report
- iv. Board Policies – Tri-Annual Review/No Changes – None at this time.
- v. Obsolete Items

It was moved by Stoney Winston and seconded by Norm Stewart to approve the consent agenda items as presented. Motion carried.

**Information Items/Reports**

- a) COSSA Educational Association Representative – Brandy Gray
- b) Business Office Report (Jennifer Davis) – Budget and Financial Report
- c) Special Services Report (Tammie Anderson) – Director’s Report
- d) Academy Principal/CTE Coordinator (Terry Rothamer & Shelby Cloward) – CTE Enrollment, COSSA Academy Enrollment, Upcoming Events
- e) COSSA Administration Report (Patricia Frahm) – Grants/COSSA Foundation Donation Status, CTE Survey, CTS Funding Impact, Impact on Districts
- f) Maintenance/Facilities (Chris Marciel)
- g) Food Services Report (Thomas Moreno)
- h) Information Technology Report (Samantha Paffile)
- i) Short-Term Training Report (Scott Webb)

**Old Business –**

**a) New or Revised Board Policies – Third Reading**

- a. Policy 3083 Admission to COSSA Academy (originally 3085 reissued as Policy 3083)

It was moved by Stoney Winston and seconded by Norm Stewart to approve Policy 3083 Admission to COSSA Academy (originally 3085 reissued as Policy 3083) on third reading with revisions to include “must reside or be enrolled”.

**New Business -- Action Items**

**New or Revised Board Policies—First Reading**

- A. COSSA Administration (Ms. Frahm)
- B. *New or Revised Board Policies – First Reading (revised)*
  - a. 2023-2024 CIP Plan
  - b. Policy 7235 Time and Effort
  - c. Policy 7237 Retention and Records for Federal Grants
  - d. Policy 7238 Federal Funds
  - e. Policy 7320 Selected Items of Cost
  - f. Policy 7410 Petty Cash Funds
  - g. Policy 7450 Federal Cash Management
  - h. Policy 7450P1 Timely Obligation of Funds
  - i. Policy 7450P2 Program Income
- C. Potential Mascot Change
- D. ISBA Superintendent Goals and Evaluations
- E. Special Services (Tammie Anderson)
- a) None at this time.

It was moved by Stoney Winston and seconded by Norm Stewart to approve the 2023-2024 CIP. Motion Carried.

It was moved by Stoney Winston and seconded by Norm Stewart to approve the following policies upon first Reading:

- a. 2023-2024 CIP Plan
- a. Policy 7235 Time and Effort
- b. Policy 7237 Retention and Records for Federal Grants
- c. Policy 7238 Federal Funds
- d. Policy 7320 Selected Items of Cost
- e. Policy 7410 Petty Cash Funds
- f. Policy 7450 Federal Cash Management
- g. Policy 7450P1 Timely Obligation of Funds
- h. Policy 7450P2 Program Income

It was moved by Stoney Winston and seconded by Norm Stewart to approve COSSA’s mascot change from the COSSA Coyotes to the COSSA Cruisers. Motion Carried.

**Executive Session**— It was moved by Stoney Winston and seconded by John Baldazo to convene into Executive Session according to Idaho Code 74-206 (b)(d) at 7:05 P.M. Roll call vote: Marsing, Homedale, Parma, Notus - all present voting in favor. Executive Session adjourned at 7:09 P.M.

**Executive Session Action:** It was moved by John Baldazo: Whereas the Board approved letters to be written to the Professional Standards Committee in support of employee 2023-1's violation of Idaho Code of Ethics, Principle VIII – Breach of Contract or Abandonment of Employment. The motion was seconded by Stoney Winston. Motion carried.

**Adjournment** –John Baldazo moved to adjourn the meeting at 7:10 p.m. Micah Doramus seconded the motion. Motion carried.

Respectfully Submitted,

Jennifer Davis, Clerk

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