

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

**Board of Trustees
Regular Meeting Minutes
Monday April, 15, 2024**

Call to Order - The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order by Sara Bartles-Trustee/Board Chairman at 5:01 p.m. in the agency board room.

- a) Trustee/Board Chairman Bartles led the Pledge of Allegiance.
- b) Following persons were in attendance:

Micah Doramus	Superintendent	Notus
Stoney Winston	Superintendent	Parma
Norm Stewart	Superintendent	Marsing
OJ Barber	Trustee-Vice Board Chairman	Marsing
Sara Bartles	Trustee-Board Chairman	Parma
Brittney Josoff	Trustee	Wilder
John Baldazo	Trustee	Notus
Patricia Frahm	COSSA CEO	COSSA
Tammie Anderson	Special Education Director	COSSA
Jennifer Davis	Business Manager/Clerk	COSSA

Not Present: Rob Sauer, Superintendent, Homedale/Leslie Parker, Trustee, Homedale/Dr. Jeff Dillon, Superintendent, Wilder.

John Baldazo moved to approve the agenda as presented. Norm Stewart seconded the motion. Motion carried.

Consent Agenda/Action Items

- a) Approval of Agenda
- b) Approval of the Consent Agenda
 - i. Board Minutes: March 18, 2024 Regular Meeting
 - ii. Bill Schedule
 - iii. Personnel Report
 - iv. Board Policies – Tri-Annual Review – None at this time.
 - v. Obsolete Items

John Baldazo moved to approve the consent agenda as presented. Brittney Josoff seconded the motion. Motion carried.

Information Items/Reports

- a) Old Business
 - i. None at this time.
- b) COSSA Educational Association Representative – Sara Hodges
- c) Business Office Report (Jennifer Davis) – Budget and Financial Report
- d) Special Services Report (Tammie Anderson) – Director’s Report
- e) Academy Principal/CTE Coordinator (Terry Rothamer & Shelby Cloward)
- f) COSSA Administration Report (Patricia Frahm) –
 - i. Grants/COSSA Foundation Donation Status

- ii. Superintendent Budget Letter
- g) Maintenance/Facilities (Chris Marciel)
- h) Food Services Report (Thomas Moreno)
- i) Transportation Report (Sam Paffile)
- j) Information Technology Report (Samantha Paffile)
- k) Short-Term Training Report (Scott Webb)

Old Business –

- a) **New or Revised Board Policies – Second Reading**
 - i. Personnel Handbook

It was moved by John Baldazo and seconded by Brittney Josoff that the Personnel Handbook be moved to Third Reading. Motion Carried.

New Business – Action Items

- a) Administration (Ms. Frahm)
 - i. New or Revised Board Policies – First Reading
 - 1. Parent-Teacher-Student Handbook
 - 2. COSSA 24-25 Calendar
 - ii. Special Services
 - 1. None at this time.
 - iii. ISBA Climate Survey

It was moved by John Baldazo and seconded by Brittney Josoff that the Parent-Teacher-Student Handbook be moved to Second Reading.

It was moved by OJ Barber and seconded by Brittney Josoff that the COSSA 24-25 Calendar be approved as presented. Motion carried.

It was moved by OJ Barber and seconded by John Baldazo that COSSA will use ISBA to conduct a Climate Survey of COSSA. The cost of this survey is \$2,000.00 and will be reimbursed through Continuous Improvement. Motion carried.

Executive Session— It was moved by John Baldazo and seconded by OJ Barber to convene into Executive Session according to Idaho Code 74-206 (b)(d) at 6:24 P.M. Roll call vote: Parma, Notus, Wilder, Marsing - all present voting in favor. Executive Session adjourned at 6:27 P.M.

Executive Session Action: It was moved by John Baldazo: Whereas the Board ratified leave given to employee 2024-1. The motion was seconded by Brittney Josoff. Motion carried.

Adjournment – John Baldazo moved to adjourn the meeting at 6:44 p.m. Brittney Josoff seconded the motion. Motion carried.

Respectfully Submitted,
Jennifer Davis, Clerk