

**Board of Trustees
Regular Meeting Minutes
Monday May 20, 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
Dr. Jeff Dillon	Superintendent	Wilder
OJ Barber	Trustee-Vice Board Chairman	Marsing
Sara Bartles	Trustee-Board Chairman	Parma
Leslie Parker	Trustee	Homedale
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.

OJ Barber moved to approve the agenda as presented. Leslie Parker 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. ISBA Climate Survey
- b. COSSA Educational Association Representative – Sarah Hodges
- c. Business Office Report (Jennifer Davis)
 - i. Budget Report as of April 30, 2024

- ii. Financial Report – April 2024
- d. Special Services Report (Tammie Anderson)
 - i. Director’s Report
- e. Academy Principal and CTE Coordinator Report (Terry Rothamer & Shelby Cloward)
- f. COSSA Administration Report (Patricia Frahm)
 - i. Grants/COSSA Foundation Donation Status
 - ii. Superintendent Budget Letter
 - iii. Certified Salary Schedules
- g. Maintenance/Facilities Report (Jose Chavez)
- h. Food Service Report (Tommy Moreno)
- i. Transportation Report (Sam Paffile)
- j. Information Technology Report (Sam Paffile)
- a) Short-term Training Report (Scott Webb)

Old Business –

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

It was moved by Brittney Josoff and seconded by John Baldazzo that the Personnel Handbook be approved upon third reading. Motion Carried.

New Business – Action Items

- i. COSSA Administration (Ms. Frahm)
 - i. New or Revised Board Policies – Second Reading
 - 1. Parent-Teacher-Student Handbook
 - ii. New or Revised Board Policies – 1st Reading
 - a. CTE Course Description Manual
 - b. Certified Salary Schedules
 - iii. CTE Programs
- ii. Special Services
 - 1. PD/Paperwork Stipend
- iv. ISBA Climate Survey

It was moved by John Baldazzo and by Brittney Josoff that the Parent-Teacher-Student Handbook be approved upon second reading. Motion Carried.

It was moved by John Baldazzo and seconded by Brittney Josoff that the CTE Course Description Manual be moved to second reading. Motion carried.

It was moved by John Baldazzo and seconded by OJ Barber that COSSA pay their certified staff and teachers an additional \$5,200.00 from state allocated funds – See FY25 approved career ladder. Motion Carried.

It was moved by John Baldazzo and seconded by OJ Barber to reconsider the approval of the Consent Agenda and move the Personnel Report to an Action Item. Motion Carried.

It was moved by John Baldazzo and seconded by Brittney Josoff to approve the Personnel Report to remove John Styles as the teacher of record as Construction Trades instructor. Motion Carried.

It was moved by John Baldazzo and seconded by Brittney Josoff to table the review of CTE Programs to a later meeting. Motion Carried

It was moved by John Baldazzo and seconded by Brittney Josoff to approve the PD/Paperwork stipend to exclude the word Paperwork and call it an Extra Duty – Special Ed Teacher Responsibility Stipend in the amount of \$2,500.00. Motion Carried.

Executive Session— It was moved by John Baldazo and seconded by Brittney Josoff to convene into Executive Session according to Idaho Code 74-206 (b)(d) at 6:24 P.M. Roll call vote: Parma, Notus, Wilder, Homedale - all present voting in favor. Executive Session adjourned at 8:35 P.M.

Executive Session Action: It was moved by John Baldazo: Whereas the Board approved the Superintendent Evaluation. The motion was seconded by Brittney Josoff. Motion carried.

Adjournment – John Baldazo moved to adjourn the meeting at 8:38 p.m. Brittney Josoff seconded the motion. Motion carried.

Respectfully Submitted,
Jennifer Davis, Clerk

DRAFT