

**COSSA Regular Board Meeting**

November 18, 2024 5:00 PM

Agency Board Room

109 Penny Lane

Wilder, ID 83676

John Baldazo:	Absent	Micah Doramus:	Present	Also present were:
OJ Barber:	Present	Norm Stewart:	Present	Patricia Frahm, COSSA CEO
Sara Bartles:	Present	Dale Layne:	Present	Debbie Denney, Substitute Clerk
Brittney Josoff:	Absent	Jeff Dillon:	Absent	Mandy Pascale, Asst Business Manager
Leslie Parker:	Absent	Rob Sauer	Present	Tracy Bent, State CTE Representative

**A. Call Board of Trustees Meeting to Order**

Chairman Bartles called the meeting to order at 5:06 pm

A.a. Pledge of Allegiance

A.b. Determine if a quorum is present

**B. Audience with Individuals and Groups**

**B.a. Quest CPA Audit Report**

Tabled – Auditor not present

**C. Agenda Action Items**

**C.a. Approval of Agenda**

Micah Doramus made a motion approve the Agenda as presented. OJ Barber seconded the motion; all were in favor, motion passed.

**C.b. Approval of the Consent Agenda**

Micah Doramus made a motion to Approve the Consent Agenda, as presented noting the following correction to the Oct Minutes. OJ Barber seconded the motion; all were in favor, motion passed.

**C.c. Board Minutes – CORRECTION**

Note that Trustee Micah Doramus was present at the Oct 21, 2024 Board meeting, rather than absent.

C.c.I. Bill Schedule

C.c.II. Personnel Report

C.c.III. Obsolete Items

**D. Information Items/Reports**

D.a. Old Business -- NONE AT THIS TIME

D.b. COSSA Educational Association Representative -- NONE AT THIS TIME

D.c. Business Office Report -- No addition to submitted report

D.d. Special Services Report -- No addition to submitted report

D.e. Academy Principal and CTE Coordinator Report -- No addition to submitted report

D.f. COSSA Administration Report

- Grants/COSSA Foundation Donation Status
- CTE Added Cost Funding  
Tracy Bent – presented the CTE revised funding calculations
- Wells Fargo Bank Account  
Patricia Frahm noted that in Miren’s absence, she would be requesting Board approval to sign the Wells Fargo check transferring funds out of the Wells Fargo bank account to the Zions bank account.

D.g. Maintenance/Facilities Report -- No addition to submitted report

D.h. Food Service Report -- No addition to submitted report

D.i. Information Technology Report -- No addition to submitted report

D.j. Transportation Report -- No addition to submitted report

D.k. Short-Term Training Report -- No addition to submitted report.

**E. Old Business -- Action Items**

E.a. COSSA Staff Survey

E.b. New or Revised Board Policies – Second Reading

- Revised Policy 3540 - Emergency Treatment
- New Policy 9500 - Cybersecurity Data Breach

Micah Doramus made a motion to approve on Second Reading Revised Policy 3540 Emergency Treatment as presented and New Policy 9550 Cybersecurity Data Breach, noting the corrected policy number. OJ Barber seconded the motion, all were in favor; motion passed

E.c. COSSA Special Education Handbook

Micah Doramus made a motion to approve on Second Reading, noting the revisions for accessibility. OJ Barber seconded the motion, all were in favor; motion passed.

**F. New Business -- Action Items**

OJ Barber made a motion to add Agenda Item F.b Cossa Admin – Wells Fargo Bank Acct, per IC 74-204, noting that this was an emergency revision made in good faith as discussed in the COSSA Administration Report. Rob Sauer seconded the motion, all were in favor; motion passed.

F.a. 2023-2024 Audit

TABLED – a Special Meeting will be held to consider the 2023-2024 audit upon completion.

F.b. COSSA Admin – Wells Fargo Bank Acct.

Micah Doramus made a motion authorizing Patricia Frahm to sign the Wells Fargo check transferring funds to Zions Bank. OJ Barber seconded the motion, all were in favor; motion passed

**G. *Executive Session- Idaho Code 74-206(b)(d): (b) To consider the evaluations, dismissal or disciplining of, or to hear complaints or charges brought against, public officers, employees, staff members or individual agents, or public school students; (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code***

OJ Barber made a motion to Convene into Executive Session according to Idaho Code 74-206(b)(d): (b) To consider the evaluations, dismissal or disciplining of, or to hear complaints or charges brought against, public officers, employees, staff members or individual agents, or public school students; (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code at 6:00 pm.

Rob Sauer seconded the motion.

**G.a. Roll Call of Trustees to Go Into Executive Session**

Homedale, Marsing, Notus, Parma present; Wilder absent  
Motion carried

**G.b. End Executive Session**

Executive Session adjourned at 6:19 pm

**G.c. Possible action to be taken as a result of the Executive Session**

Micah Doramus made a motion to extend the suspension of Student 2025-1 for an additional five days per IC 33-2054(4). OJ Barber seconded the motion, all were in favor; motion passed.

**H. *Board Requests to Administration***

- Schedule Special Meeting to approve 2023-2024 audit
- Add 2<sup>nd</sup> Board member to current & future bank accounts
- Detail analysis w/update to revenue for Fund 237 & Fund 243

**I. *Adjournment***

OJ Barber made a motion adjourn the meeting at 6:26 pm. Rob Sauer seconded the motion, all were in favor; motion passed.

Respectfully submitted,

Debbie Denney  
Substitute Clerk