

DRAFT

**Board of Trustees
Regular Meeting Minutes
Monday, March 15, 2021**

A. Call to Order

- a. 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 6:02 p.m. in the agency cafeteria.

The following persons were in attendance:

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|-------------------|--------------------------------|----------|
| Brittney Josoff | Trustee/Vice Chairman | Wilder |
| Karen Hardcastle | Trustee | Notus |
| Tana Kellogg | Superintendent | Notus |
| Sara Bartles | Trustee/Chairman | Parma |
| Stoney Winston | Superintendent | Parma |
| OJ Barber | Trustee | Marsing |
| Norm Stewart | Superintendent | Marsing |
| Rob Sauer | Superintendent | Homedale |
| Dr. Harold Nevill | COSSA CEO | COSSA |
| Loretta Hayslip | Special Education Director | COSSA |
| Patricia Frahm | CRTEC Principal/IT Coordinator | COSSA |
| Dawnita Tincher | Business Manager/Clerk | COSSA |

Not Present: Jeff Dillon, Wilder Superintendent; Jennifer Brock, Notus Trustee; and Shane Muir, Homedale Trustee.

Guests: Rebecca Owen, COSSA Academy Teacher.

Chairman Bartles led the Pledge of Allegiance.

B. Audience with Individuals and Groups – None at this time.

C. Agenda Action Items

- a. Approval of the Agenda – Action Item** – Brittney Josoff moved to approve the agenda as presented. O.J. Bartles seconded the motion. Motion carried.
- b. Consent Agenda – Action Items: Consider the approval of Consent Agenda items** – Brittney Josoff moved to approve the consent agenda as presented. O.J. Bartles seconded the motion. Motion carried
- i. Board Minutes – February 17, 2021 Regular Meeting- as presented**
 - ii. Bill Schedule (March 15, 2021) – as presented**
 - iii. Personnel Reports (March 15, 2021)– as presented**
 - iv. Board Policies – Tri-Annual Review/No Significant Changes**

a. **Policy 4105 – Public Appearance – as presented**

D. Information Items/Reports

- a. **COSSA Education Association (Joetta Fulgenzi)** – None at this time
- b. **Business Office Report (Dawnita Tinchler)** – no additions to submitted reports
- c. **Special Services Report (Loretta Hayslip)** – no additions to submitted reports
- d. **Academy Principal/CTE Coordinator (Patricia Frahm)** – no additions to submitted reports
- e. **COSSA Administration Report (Dr. Nevill)** – notified the Board that he had placed a certificated employee on administrative paid leave as of March 10, 2021.
- f. **Maintenance/Facilities (John Bechtel)** – no additions to the submitted reports
- g. **Food Service Report (Stephen Kubinski)** – no additions to the submitted reports
- h. **Information Technology – IT (Patricia Frahm)** – no additions to the submitted reports
- i. **Short-Term Training (Veronica Grimaldo)** – no additions to submitted reports

E. Old Business -- Action Items

- a. **Covid-19 Reopening Plan Revision Action Item – Consider the approval of the Covid-19 Reopening Plan Revision** - Brittney Josoff moved to approve the Covid-19 Reopening Plan Revision as presented. O.J. Bartles seconded the motion. Motion carried.
- b. **COSSA Academy 2021-2022 Calendar Action Item – Consider the second reading of the proposed COSSA Academy 2021-2022 Calendar.** Brittney Josoff moved to approve the COSSA Academy 2021-2022 proposed calendar upon second reading. OJ Barber seconded the motion. Motion carried.

F. New Business -- Action Items

- a. **Quest CPA Audit Contract Action Item – Consider the approval of the Quest CPA Audit Contract** - Brittney Josoff moved to approve the Quest CPA Audit Contract as presented. O.J. Bartles seconded the motion. Motion carried.
- b. **State Department of Education/Wilder Issue - Possible Action** – Rob Sauer moved to have Dr. Nevill draft a letter to the Wilder School District with possible remedies and send out in an email for review and approval to the Board & Superintendents. Brittney Josoff seconded the motion. Motion carried.
- c. **COSSA 2021-2022 Classified Salary Schedule - Action Item: Consider the first reading of the COSSA 2021-2022 Classified Salary Schedule** – Tana Kellogg moved to authorize the 2021-2022 Classified Salary Schedule concept with a 2% difference between cells. Brittney Josoff seconded the motion. Motion carried.
- d. **Policy 5460 Workers Comp (New) - Action Item: Consider the first reading of Policy 5460** – Rob Sauer moved to send Policy 5460 to a second reading. Brittney Josoff seconded the motion. Motion carried.
- e. **Instructional Procedures Manual (Revision) - Action Item: Consider the first reading of the Instructional Procedures Manual** - Rob Sauer moved to send the Instructional Procedures Manual (Revision) to a second reading. Brittney Josoff seconded the motion. Motion carried.
- f. **Special Education Handbook (Revision) - Action Item: Consider the first reading of the Special Education Handbook** - Rob Sauer moved to send the Special Education Handbook (Revision) to a second reading. Brittney Josoff seconded the motion. Motion carried.

- G. Executive Session** - Chairman Bartles announced that the next order of business would be Executive Session to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student and the examination of records exempt from public disclosure as allowed by Idaho Code 74-206(1)(b)(d). After a full and complete discussion upon motion duly made by Rob Sauer and seconded by Brittney Josoff the following resolution was presented: Be it resolved that the Board of Trustees of the Canyon-Owyhee School Service Agency will recess from a public meeting into executive session pursuant to Section 74-206 Idaho Code, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student and

the examination of records exempt from public disclosure as allowed by Idaho Code 74-206 (1)(b)(d). Be it further resolved that following executive session the board will reconvene in public session for the purpose of conducting further business or for adjournment of the meeting. Roll call vote being conducted on the above and foregoing resolution and the same having been counted and found to be as follows: Wilder- Aye Notus – Aye, Parma – Aye, Marsing- Aye, Homedale- Aye, Chairman Bartles declared said resolution adopted. The minutes of the Executive Session of COSSA: The Board of Trustees having properly recessed from open session pursuant to Section 74-206 Idaho Code, directly thereupon convened into an executive session at 7:18 p.m. on the 15th day of March 2021 at the COSSA cafeteria, Wilder, Idaho to consider executive session issues as authorized by Section 74-206(1)(b)(d), Brittney Josoff, Karen Hardcastle, Tana Kellogg, Sara Bartles, Stoney Winston, OJ Barber, Norm Stewart, Rob Sauer, Dr. Harold Nevill, and Dawnita Tincher were present at the Executive Session. The Board then entered into discussion of the matter for which the Executive Session was held. There being no further discussion concerning the subject matter of the Executive Session, at 7:32 p.m. Chairman Bartles reconvened into open session.

- H. Executive Session Action Items** – No decisions were made.
- I. Board Request to Administration** – None at this time.
- J. Adjournment** – Brittney Josoff moved to adjourn the meeting at 7:35 p.m. O.J. Bartles seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk