

APPROVED MAY 16, 2022

**Board of Trustees  
Regular Meeting Minutes  
Monday, April 18, 2022**

**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 6:01 p.m. in the agency board room.

**a.** Chairman Bartles led the Pledge of Allegiance.

**b.** Following persons were in attendance:

Brittney Josoff	Trustee	Wilder
John Baldazo	Trustee	Notus
Tana Kellogg	Superintendent	Notus
Sara Bartles	Trustee/Chairman	Parma
Stoney Winston	Superintendent	Parma
OJ Barber	Trustee/Vice Chairman	Marsing
Norm Stewart	Superintendent	Marsing
Rob Sauer	Superintendent	Homedale
Patricia Frahm	COSSA Interim CEO/Superintendent	COSSA
Micah Doramus	Special Education Director	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

Not Present: Dr. Jeff Dillon, Wilder Superintendent; and Shane Muir, Homedale Trustee.

Guests: Joetta Fulgenzi, COSSA CEA Representative; and Catherine Bates, ISBA Communications and Program Manager.

**c.** OJ Barber moved to approve the agenda as presented. John Baldazo seconded the motion. Motion carried.

**B. Consent Agenda – Action Items: Consider the approval of Consent Agenda items** – OJ Barber moved to approve the consent agenda as presented. Brittney Josoff seconded the motion. Motion carried.

**a.I.1 Board Minutes – March 17, 2022 Regular Meeting – as presented**

**a.I.2. Board Minutes – April 7, 2022 Special Meeting – as presented**

**a.II. Bill Schedule (April 18, 2022) – as presented**

**a.III. Personnel Reports (April 18, 2022)– as presented**

**C. Discussion/Information**

**a.I. Review Reference Call Process** - ISBA Communications and Programs Manager Catherine Bates discussed with the Board the steps in executive session when reporting on applicant reference calls.

**a.II. Update on CEO/Superintendent Certification** – ISBA Communications and Programs

Manager Catherine Bates discussed with the Board the steps in executive session when going through the information received on steps forward on state certification for applicants.

- a.III Next Steps - ISBA Communications and Program Manager Catherine Bates** stated that the next step for the Board would be to convene into Executive Session to report reference calls regarding applicants, the certification process for each candidate moving forward, and selection of finalist for interviews.

**D. Executive Session – Idaho Code 74-206(1)(a) – CEO/Superintendent Applications -** Chairman Bartles announced that the next order of business would be Executive Session to consider the CEO/Superintendent applications received as allowed by Idaho Code 74-206(1)(a). After a full and complete discussion upon motion duly made by John Baldazo and seconded by OJ Barber 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 CEO/Superintendent applications received as allowed by Idaho Code 74-206(1)(a). 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 6:18 p.m. on the 18th day of April 2022 at the COSSA board room, Wilder, Idaho to consider executive session issues as authorized by Section 74-206(1)(a), Brittney Josoff, John Baldazo, Tana Kellogg, Sara Bartles, Stoney Winston, OJ Barber, Rob Sauer, Catherine Bates, and Dawnita Tinchler 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 7:51 p.m. Chairman Bartles reconvened into open session.

**E. Executive Session – Action Items:**

**a. CEO/Superintendent Search Selection for Final Interviews:**

John Baldazo moved to forward applicant Brett Agenbroad to the final interview process. OJ Barber seconded the motion. Motion carried.

John Baldazo moved to forward applicant Patrica Frahm to the final interview process. OJ Barber seconded the motion. Motion carried.

John Baldazo moved to forward applicant Scott Poncy to the final interview process. OJ Barber seconded the motion. Motion carried.

John Baldazo moved to forward applicant Todd Shumway to the final interview process. OJ Barber seconded the motion. Motion carried.

John Baldazo moved to forward applicant Justin Tate to the final interview process. Brittney Josoff seconded the motion. Motion carried.

- b. Next Steps in CEO/Superintendent Search Process –** OJ Barber moved to have ISBA create a schedule for the final interviews/staff meet & greet for a special meeting on Wednesday, April 27, 2022, along with a list of interview questions for narrowing down for said event and sending to the Chairman and Vice-Chairman of the Board for approval. John Baldazo seconded the motion. Motion carried.

**F. Information Items/Reports**

**a. Old Business**

- a.I. Classified Salary Schedule – Base Salary Addition** - Mrs. Frahm went over the proposed 22-23 Classified Salary Schedule with the board.
- a.II. Special Education Staff Reorganization Information** – Mrs. Frahm talked to the Board about the recommendation from legal counsel to work on hiring procedural guidelines for staff working out in the various districts.
- b. COSSA Education Association (Joetta Fulgenzi)** – verbal report presented.
- c. Business Office Report (Dawnita Tincher)** – no additions to submitted reports
- d. Academy Principal/CTE Coordinator (Patricia Frahm)** – no additions to submitted reports
- e. COSSA Administration Report (Patricia Frahm)** – no additions to submitted reports
- f. Special Services Report (Micah Doramus)** – no additions to submitted reports
- g. Food Service Report (Thomas Moreno)** – no additions to the submitted reports
- h. Maintenance/Facilities (John Bechtel)** – no additions to the submitted reports
- i. Short-Term Training Report (Veronica Grimaldo)** - no additions to the submitted reports.

**G. Old Business -- Action Items**

- a. Proposed 2022-2023 Classified Salary Schedule – Consider approval of the proposed 2022-2023 classified salary schedule.** Stoney Winston moved to table any decisions regarding the proposed 2022-2023 classified salary schedule at this time. Rob Sauer seconded the motion. Motion carried.
- b. CTE Course Description Manual (Revised) – Consider the second reading of the CTE Course Description Manual.** Stoney Winston moved to approve the CTE Course Description Manual upon second reading. Brittney Josoff seconded the motion. Motion carried.

**H. New Business -- Action Items**

- a. Staff Bonuses – Consideration of payout of staff bonuses as per legislation.** Stoney Winston moved to approve option #1 regarding staff bonuses to be paid out under Senate Bill 1404 for FY22 in the May payroll as presented. John Baldazo seconded the motion. Upon further discussion, John Baldazo rescinded his second on the motion and a new motion was made.

Stoney Winston moved to approve option #1 regarding staff bonuses to be paid out under Senate Bill 1404 for FY22 in the May payroll as presented. Brittney Josoff seconded the motion. Roll call vote being conducted on the above motion and found to be as follows: Wilder- Yes, Notus – No, Parma – Yes, Marsing- Yes, and Homedale- Yes. Motion Carries.

**I. Board Request to Administration –**

- 1. The Board asked that Mrs. Tincher email the 2022-2023 Draft District Special Education and CTE Budgeting Worksheets to the Board, Superintendents, and Business Managers.

- J. Adjournment** – John Baldazo moved to adjourn the meeting at 9:08 p.m. Brittney Josoff seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk