

Canyon-Owyhee School Service Agency

109 Penny Lane
Wilder, Idaho 83676

Patricia Frahm, CEO/Superintendent
Tammie Anderson, Special Education Director
Rhonda Carpenter, Business Manager and Clerk of the Board

DRAFT

**Board of Trustees
Regular Meeting Minutes
Monday, April 17, 2023**

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 6:03 p.m. in the agency board room.

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

Rob Sauer	Superintendent	Homedale
OJ Barber	Trustee/Vice-Chairman	Marsing
Norm Stewart	Superintendent	Marsing
John Baldazo	Trustee	Notus
Micah Doramus	Superintendent	Notus
Stoney Winston	Superintendent	Parma
Sara Bartles	Trustee/Board Chari	Parma
Brittney Joseff	Trustee	Wilder
Patricia Frahm	COSSA CEO	COSSA
Tammie Anderson	Special Education Director	COSSA
Rhonda Carpenter	Business Manager/Clerk	COSSA
Shelby Cloward	Welding Instructor/CTE Coordinator	COSSA

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

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

Agenda – Action Items:

Consider the approval of Consent Agenda items

- i. Board Minutes – Regular Meeting March 20, 2023 – as presented
- ii. Bill Schedule (April 17, 2023) – as presented
- iii. Personnel Report – as presented

It was moved by Brittney Joseff and seconded by John Baldazo to approve the consent agenda items as presented. Motion carried.

Discussion/Information

- a) COSSA Educational Association Representative (Brandy Gray) – no additions to submitted.
- b) Business Office Report (Rhonda Carpenter) – no additions to submitted.
- c) Special Services Report (Tammie Anderson) – no additions to submitted report

- d) Academy Principal/CTE Coordinator (Patricia Frahm) – CTE Coordinator Shelby Cloward was present and updated the Board on the Skills competition that was held last week.
- e) COSSA Administration Report (Patricia Frahm) – no additions to submitted report.
- f) Maintenance/Facilities (John Bechtel) – no additions to the submitted report
- g) Food Services Report (Thomas Moreno) – no additions to the submitted report
- h) Information Technology Report (Samantha Paffile) –no additions to the submitted report
- i) Transportation Report (Samantha Paffile) no additions to the submitted report
- j) Short-Term Training Report (Scott Webb) – no additions to submitted report

Old Business –

- a) **COSSA Administration:** New or Revised Board Policies:
 - o New or Revised Board Policies—Second Reading
 - 1. Duties Manual & Admin Forms Manual—it was moved by OJ Barber and seconded by John Baldazo to move the Manuals to third reading. Motion carried.

New Business -- Action Items

A) COSSA Administration:

- o 23-24 Classified Salary Schedule—no action was taken. It was decided to have a meeting with Superintendents and Business Managers to discuss the COSSA Budget.
- o 23-24 Certified Salary Schedule—no action was taken. It was decided to have a meeting with Superintendents and Business Managers to discuss the COSSA Budget.
- o CTE Student/Parent/Teacher Manual: It was moved by OJ Barber and seconded by John Baldazo to move the CTE Manual to second reading. Motion carried.
- o COSSA Academy Student/Parent/Teacher Manual: It was moved by OJ Barber and seconded by Brittney Joseff to move the COSSA Academy Manual to second reading. Motion carried

Executive Session: No Executive Session was held

Executive Session Action: No action was taken.

Board Request to Administration –

- o Send out a Doodle Poll to COSSA Board, Superintendents and Business Managers to set up a Budget planning meeting.
- o Executive Session on next regular agenda for CEO evaluation.

Adjournment – John Baldazo moved to adjourn the meeting at 7:17 p.m. OJ Barber seconded the motion. Motion carried.

Respectfully Submitted,
Rhonda Carpenter, Clerk