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**Board of Trustees  
Regular Meeting & Annual Budget Hearing Minutes  
Monday, August 15, 2022**

**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:

Rob Sauer	Superintendent	Homedale
Micah Doramus	Superintendent	Notus
John Baldazo	Trustee	Notus
Sara Bartles	Trustee/Chairman	Parma
Norm Stewart	Superintendent	Marsing
Stoney Winston	Superintendent	Parma
Dr. Jeff Dillon	Superintendent	Wilder
Brittany Josoff	Trustee	Wilder
Patricia Frahm	COSSA CEO	COSSA
Tammie Anderson	Special Education Director	COSSA
Rhonda Carpenter	Business Manager/Clerk	COSSA

Not Present: OJ Barber, Marsing Trustee; Shane Muir, Trustee Homedale

Guests: Theresa Hulbert, CEA Representative

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

**Consent Agenda – Action Items:**

**Consider the approval of Consent Agenda items** – Rob Sauer moved to approve the consent agenda as edited (Personnel Report). Brittany Josoff seconded the motion. Motion carried.

- i. Board Minutes – July 18, 2022 Regular Meeting & August 8, 2022 Special Meeting– as presented
- ii. Bill Schedule (August 15, 2022) – as presented
- iii. Personnel Reports (July 31, 2022)– Liz LaFranier was added to the Personnel Report; she has resigned from her position as a CRBS and accepted a position as the teacher in the Marsing TLC program.
- iv. Obsolete Items – none presented

## Discussion/Information

- a) Business Office Report (Rhonda Carpenter) – no additions to submitted reports
- b) Academy Principal/CTE Coordinator (Patricia Frahm) – no additions to submitted
- c) COSSA Administration Report (Patricia Frahm) – no additions to submitted reports
- d) Special Services Report (Tammie Anderson) – no additions to submitted reports
- e) Maintenance/Facilities (John Bechtel) – no additions to the submitted reports
- f) CEA Representative Report (Theresa Hulbert)—Theresa introduced herself as a representative for CEA.

## Old Business -- Action Items

- a) **New or Revised Board Policies – First Reading: Strategic Plan Revised:** The Board discussed moving the Strategic Plan to the second reading. It was recommended that a committee be formed to review the Strategic Plan with input from a member of the Board, no volunteer was selected. John Baldazo moved to move the Strategic Plan to a second reading. Norm Stewart seconded. Motion carried. (Exhibit A)
- b) **COSSA Insurance:** The Business Office and Administration was informed by the Insurance Trust and Blue Cross of Idaho that they would not be allowed to discontinue offering coverage to dependents. Rob Sauer moved to rescind the Board's previous motion to approve the removal of dependent coverage for medical insurance. Motion was seconded by John Baldazo. Motion carried
- c) **Classified Salary Schedule**—The proposed increases to the classified salary schedule were presented along with the financial increase to each district. It was moved by Norm Stewart and seconded by Rob Sauer to table this agenda item until the next Board Meeting. Motion carried.

## New Business -- Action Items—None presented

**Executive Session**—It was moved by John Baldazo and seconded by Brittany Josoff to convene into Executive Session pursuant to *Idaho Code 74-206(d)(f) (j)*: (d) *To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code*; (f) *To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.*; (j) *To consider labor contract matters authorized under section 74-206A (1)(a) and (b) at 7:18 p.m.* Motions carried by roll call vote with all present in favor. \*\*Rob Sauer left at 7:28 p.m.

**Executive Session Action**—It was moved by Norm Stewart and seconded by Brittany Josoff to deny the request by Employee 2022-A to be released from their contract with COSSA. If said employee does not report to fulfil his contract the matter will be turned over to the State Ethics Board—24 hours' notice will be given to the employee. Motion carried.

## Board Request to Administration –

1. Dr. Jeff Dillon requested that Board Members/Superintendents discuss with their respective Business Managers distribution of the additional funding for insurance provided to districts by the state based on FTE and look at what the flow through to COSSA would look like.
2. Requested that administration review the cost for COSSA to move to the State Insurance Plan. An earlier review found the move to be extremely costly.
3. Micah Doramus requested a copy of the Emergency Response Plan be sent out to the board after the report on building safety is completed. The report will be discussed in Executive Session when it becomes available.
4. Request to add Theresa Hulbert, CEA Representative to the email list to receive copies of the minutes.
5. Patricia Frahm informed the Board that the administration will contact the districts individually to arrange visits.
6. COSSA administration will reach out to Wilder School District to discuss remediation and planning.

**Adjournment** – John Baldazo moved to adjourn the meeting at 7:45 p.m. Brittany Josoff seconded the motion. Motion carried.

Respectfully Submitted,

Rhonda Carpenter, Clerk

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