

APPROVED MARCH 17, 2022

**Board of Trustees  
Regular Meeting Minutes  
Monday, February 28, 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 6:02 p.m. in the agency cafeteria.

**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
OJ Barber	Trustee/Vice Chairman	Marsing
Norm Stewart	Superintendent	Marsing
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; Stoney Winston, Parma Superintendent; Shane Muir, Homedale Trustee; and Rob Sauer, Homedale Superintendent.

Guests: John F. Bechtel, Community Member.

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

**a.I.1. Board Minutes - Board Minutes – January 19, 2022 Annual Meeting – as presented**

**a.II. Bill Schedule (February 28, 2022) – as presented**

**a.III. Personnel Reports (February 23,)– as presented**

**C. Information Items/Reports**

**a.I. CEO/Superintendent Search Process** – Chairman Bartles reported that the agreement with ISBA had been signed based on last meeting and that she had worked with the Board on narrowing down the interview questions. She noted that we would be working on the flier later in the meeting.

**a.II. Partical FTE Certified Contracts & MOA’s Update** – Interim CEO/Superintendent Patricia Frahm stated that she had talked to our lawyer Mr. Walther and clarified that the MOA’s between COSSA and the Districts would suffice the contract requirement for the state and that the need for individual contracts was unnecessary.

- a.III. **Wilder Invoice Payment Clarification** – Discussion was held regarding the motion made in December’s Board meeting regarding billing from the Wilder School District for special education substitutes. No clarification was made at this time due to the need for further information.
- a.IV. **Funding for HVAC System** – Interim CEO/Superintendent stated that the total cost towards the HVAC system would be around \$190,000 and that included the \$40,000 that was recently paid from COSSA Academy funding. She will be getting information on the possibility of a loan for financing and let the Board know what she finds out.
- b. **COSSA Education Association (Joetta Fulgenzi)** – no report presented this month.
- 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. **Information Technology Report (Andrew Cloward)** – no additions to the submitted reports.
- i. **Maintenance/Facilities (John Bechtel)** – no additions to the submitted reports
- j. **Short-Term Training Report (Veronica Grimaldo)** - no additions to the submitted reports.
- k. **Transportation Report (Andrew Cloward)** - no additions to the submitted repo

**D. Old Business -- Action Items**

- a. **CEO/Superintendent Brochure – Consider approval of the ISBA CEO/Superintendent Brochure.** OJ Barber moved to approve the revised brochure based on board Discussion and the timeline with no revisions as presented. John Baldazo seconded the motion. Motion carried
- b. **March Regular Board Meeting – Consider moving the date of the March regular Board meeting.** Brittney Josoff moved to change the regular March Board meeting to Thursday, March 17, 2022 at 6:00 p.m. due to the original date falling during spring break. OJ Barber seconded the motion. Motion carried.
- c. **Wilder Invoice Payment – Wilder invoice payment clarification and payment action.** John Baldazo moved to table the wilder invoice payment clarification and payment action until a special meeting date can be agreed upon through a doodle poll request from Clerk of the Board Dawnita Tincher. OJ Barber seconded the motion. Motion carried.
- d. **Substitute Handbook - Consider the second reading of the Substitute Handbook.** OJ Barber moved to approve the Substitute Handbook upon second reading. Brittney Josoff seconded the motion. Motion carried.
- e. **Policy 3110 Instructional Materials for Blind Students - Consider the second reading of Policy 3110.** OJ Barber moved to approve Policy 3110 upon second reading. Brittney Josoff seconded the motion. Motion carried.
- c. **Policy 3530 Suicide and Mental Health - Consider the second reading of Policy 3530.** OJ Barber moved to approve Policy 3530 upon second reading. Brittney Josoff seconded the motion. Motion carried.
- d. **Policy 3340P Expulsion Criteria - Consider the second reading of Policy 3340P.** OJ Barber moved to approve Policy 3340P upon second reading. Brittney Josoff seconded the motion. Motion carried.

**E. New Business -- Action Items**

- a. **COSSA Academy 2022-2023 Proposed Calendar – Consider the first reading of the COSSA Academy 2022-2023 proposed calendar.** Brittney Josoff moved to send the COSSA Academy 2022-2023 proposed calendar to a second reading. OJ Barber seconded the motion. Motion carried.
- b. **Proposed 2022-2023 Classified Salary Schedule – Consider approval of the proposed 2022-2023 classified salary schedule.** John Baldazo moved to table the approval of the proposed 2022-2023 Classified Salary Schedule until further information towards next year’s budgeting can be obtained. OJ Barber seconded the motion. Motion carried.

- c. **Legal Counsel – Consider quotes from legal counsel for Board consultation.** John Baldazo moved to retain legal counsel with priority outreach to Ms. Holinka and then Mr. Skinner as backup if necessary. OJ Barber seconded the motion. Motion carried.

Wilder Trustee Brittney Josoff recused herself.

**F. Board Request to Administration –**

- 1. The Board asked that Mrs. Tincher forward the current 2021-2022 Classified Salary Schedule to them for their reference.

- G. **Adjournment** – OJ Barber moved to adjourn the meeting at 7:59 p.m. Brittney Josoff seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk