

Board of Trustees
Regular Meeting Minutes
Monday, December 18, 2023

Call to Order - The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order by Sara Bartles-Trustee/Board Chairman at 6:07 p.m. in the agency board room.

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

Brittany Josoff	Trustee	Wilder
Micah Doramus	Superintendent	Notus
Norm Stewart	Superintendent	Marsing
OJ Barber	Trustee-Vice-Chairman	Marsing
Sara Bartles	Trustee-Board Chairman	Parma
Stoney Winston	Superintendent	Parma
Patricia Frahm	COSSA CEO	COSSA
Tammie Anderson	Special Education Director	COSSA
Jennifer Davis	Business Manager/Clerk	COSSA

Not Present: Dr. Jeff Dillon, Superintendent, Wilder - Shane Muir, Trustee, Homedale – Rob Sauer, Superintendent, Homedale, John Baldazo, Trustee, Notus.

Brittany Josoff moved to approve the agenda as presented. OJ Barber seconded the motion. Motion carried.

Audience with Individuals and Groups

Dan Coleman, CPA -- Quest CPAs PLLC
Phil Gore, PhD, Idaho School Boards Association

Consent Agenda – Action Items:

- a) **Consider the approval of Agenda**
- b) **Consider the approval of Consent Agenda**
 - i. Board Minutes: November 27, 2023 Regular Meeting
 - ii. Bill Schedule – Mandy Pascale
 - iii. Personnel Report
 - iv. Board Policies – Tri-Annual Review/No Changes – None at this time.
 - v. Obsolete Items

It was moved by OJ Barber and seconded by Brittany Josoff to approve the consent agenda items as presented. Motion carried.

Information Items/Reports

- a) COSSA Educational Association Representative – Brandy Gray
- b) Business Office Report (Jennifer Davis) – Budget and Financial Report
- c) Special Services Report (Tammie Anderson) – Director’s Report

- d) Academy Principal/CTE Coordinator (Terry Rothamer & Shelby Cloward) – CTE Enrollment, COSSA Academy Enrollment, Upcoming Events
- e) COSSA Administration Report (Patricia Frahm) – Grants/COSSA Foundation Donation Status, CTE Survey, CTS Funding Impact, Impact on Districts
- f) Maintenance/Facilities (Chris Marciel)
- g) Food Services Report (Thomas Moreno)
- h) Information Technology Report (Samantha Paffile)
- i) Short-Term Training Report (Scott Webb)

Old Business –

- a) **New or Revised Board Policies – None at this time.**

New Business -- Action Items

New or Revised Board Policies—First

- a. COSSA Administration (Ms. Frahm)
 - i. New or Revised Board Policies – First Reading.
 - 1. COSSA 2024-2025 Calendar

It was moved by OJ Barber and seconded Brittney Josoff to move COSSA 2024-2025 Calendar to 2nd reading.

- ii. Quest Audit Report for FY23

It was moved by OJ Barber and seconded by Sara Bartles to approve Quest Audit Report for FY23. Motion carried.

- b. Special Services (Tammie Anderson)
 - i. Addition of 1 para professional

It was moved by Micah Doramus and seconded by OJ Barber to approve 1 FTE allocation of resources to hire a para for Parma. Motion Carried.

Board Requests to Administration

- a) Boardbook training for Business Manager
- b) Clean up COSSA email distribution list

Adjournment –OJ Barber moved to adjourn the meeting at 7:42 p.m. Sara Bartles seconded the motion. Motion carried.

Respectfully Submitted,

Jennifer Davis, Clerk