

APPROVED JULY 19, 2021

**Board of Trustees
Special Meeting Minutes
Tuesday, June 29, 2021**

- A. Call to Order** - The special meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order by Chairman Sara Bartles at 10:02 a.m. in the board room and via Zoom.
- a. Pledge of Allegiance** - Chairman Bartles led the Pledge of Allegiance.
- b. Determine if a quorum is present** - The following persons were in-person attendance:

Stoney Winston	Superintendent	Parma
Dr. Harold Nevill	COSSA CEO	COSSA
Patricia Frahm	CRTEC Principal/IT Coordinator	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

The following persons were in attendance remoting on zoom:

Dr. Jeff Dillon	Superintendent	Wilder
Jennifer Brock	Trustee	Notus
Tana Kellogg	Superintendent	Notus
Sara Bartles	Trustee/Chairman	Parma
OJ Bartles	Trustee	Marsing
Norm Stewart	Superintendent	Marsing

Not Present: Brittney Josoff, Wilder Trustee/Vice Chairman; Rob Sauer, Homedale Superintendent ; and Shane Muir, Homedale Trustee.

Guests: Misty Swanson, ISBA Representative via zoom

B. Audience with Individuals and Groups:

- B.a. ISBA Superintendent Job Search Information** – Misty Swanson, ISBA Chief Deputy, presented options to the Board that are available through the Idaho School Boards Association (ISBA) in helping with the search for a CEO/Superintendent to replace Dr. Harold Nevill who is retiring in December 2021.

Dr. Jeff Dillon arrived at 10:24 am

C. Old Business -- Action Items

C.a. CEO/Superintendent Job Description – Consider approval of the CEO/Superintendent Job Description – Jennifer Brock moved to accept the CEO/Superintendent job description as presented. OJ Barber seconded the motion. Motion carried.

C.b. CEO/Superintendent Job Search – Consider hiring the Idaho School Boards Association (ISBA) to help with CEO/Superintendent Job Search – Jennifer Brock moved to approve the use of ISBA in the search for the new CEO/Superintendent. Dr. Jeff Dillon seconded the motion. Motion carried.

D. Executive Session - Chairman Bartles declared that there was not a need for executive session at this time.

E. Executive Session Action Items – No decisions were made.

F. Board Requests to Administration:

1. The Board Chairman asked Dr. Nevill to add the 2021-2022 CEO/Superintendent Administrative Contract to the July Board meeting.
2. The Board asked Dr. Nevill to resend the CEO/Superintendent Job Description to Board members removing the “draft” watermark.

G. Adjournment – Jennifer Brock moved to adjourn the meeting at 10:53 a.m. OJ Barber seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk