

**APPROVED MAY 17, 2021**

**Board of Trustees  
Special Meeting Minutes  
Wednesday, May 12, 2021**

**A. Call to Order**

- 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 7:00 a.m. in the board room and via zoom.

The following persons were in-person attendance:

Sara Bartles	Trustee/Chairman	Parma
OJ Barber	Trustee	Marsing
Dr. Harold Nevill	COSSA CEO	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
Stoney Winston	Superintendent	Parma
Norm Stewart	Superintendent	Marsing
Rob Sauer	Superintendent	Homedale

Not Present: Brittney Josoff, Wilder Trustee/Vice Chairman; Loretta Hayslip, Special Education Director, Patricia Frahm, CRTEC Principal/IT Coordinator, and Shane Muir, Homedale Trustee.

Guests: None

Chairman Bartles led the Pledge of Allegiance.

**B. Agenda Action Items**

- a. Approval of the Agenda – Action Item** – Jennifer Brock moved to approve the agenda at presented. OJ Barber seconded the motion. Motion carried

**C. Information Items/Reports**

- a. Budget Preparation** – Superintendent’s Budget Letter – Draft 3. – Brief discussion. No decisions were made.

**D. New Business -- Action Items**

a. **Consider the acceptance, rejection, or modification of the COSSA CEO's resignation, effective December 31, 2021- Action Item** – Jennifer Brock moved to table New Business Action Items until after executive session and to convene into executive session as allowed by Idaho Code 74-206 (1)(b)(d), to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student and the examination of records exempt from public disclosure. OJ Barber seconded the motion. Motion carried.

E. **Executive Session** - Chairman Bartles announced that the next order of business would be Executive Session to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student and the examination of records exempt from public disclosure as allowed by Idaho Code 74-206(1)(b)(d). After a full and complete discussion upon motion duly made by Jennifer Brock and seconded by OJ Barber the following resolution was presented: Be it resolved that the Board of Trustees of the Canyon-Owyhee School Service Agency will recess from a public meeting into executive session pursuant to Section 74-206 Idaho Code, to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student and the examination of records exempt from public disclosure as allowed by Idaho Code 74-206 (1)(b)(d). Be it further resolved that following executive session the board will reconvene in public session for the purpose of conducting further business or for adjournment of the meeting. Roll call vote being conducted on the above and foregoing resolution and the same having been counted and found to be as follows: Wilder- Not Present, Notus – Aye, Parma – Aye, Marsing- Aye, Homedale- Aye, Chairman Bartles declared said resolution adopted. The minutes of the Executive Session of COSSA: The Board of Trustees having properly recessed from open session pursuant to Section 74-206 Idaho Code, directly thereupon convened into an executive session at 7:17 a.m. on the 12th day of May 2021 at the COSSA board room & via zoom, Wilder, Idaho to consider executive session issues as authorized by Section 74-206(1)(b)(d), Jennifer Brock, Tana Kellogg, Sara Bartles, Stoney Winston, OJ Barber, Norm Stewart, Rob Sauer, and Dr. Harold Nevill were present at the Executive Session. The Board then entered into discussion of the matter for which the Executive Session was held. There being no further discussion concerning the subject matter of the Executive Session, at 7:39 a.m. Chairman Bartles reconvened into open session.

F. **Executive Session Action Items** – No decisions were made.

**D.2. New Business -- Action Items**

- a. **Consider the acceptance, rejection, or modification of the COSSA CEO's resignation, effective December 31, 2021- Action Item** - Jennifer Brock moved to accept Dr. Nevill's resignation effect December 31, 2021 as presented. OJ Barber seconded the motion. Motion carried.
- b. **Consider the acceptance, rejection, or modification of the COSSA CEO, CTS Administrator, and COSSA Foundation Job Description that will be used in the CEO job search – Action Item** - OJ Barber moved to table until a future meeting and for Dr. Nevill to bring a couple of different options to the Board. Jennifer Brock seconded the motion. Motion carried.

Dr. Jeff Dillon arrived at 7:44 a.m.

- c. **Consider the approval, rejection, or modification of using the ISBA's Superintendent Search Program – Action Item** – Jennifer Brock moved to table until a future meeting to allow Chairman Bartles to contact ISBA and request options and their availability for future meetings. Rob Sauer seconded the motion. Motion carried.

G. **Board Request to Administration** – None at this time.

**J. Adjournment** – Jennifer Brock moved to adjourn the meeting at 7:50 a.m. OJ Barber seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk