

APPROVED SEPTEMBER 20, 2021

**Board of Trustees
Regular Meeting Minutes
Monday, August 16, 2021**

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 6:03 p.m. in the agency cafeteria.

a. Chairman Bartles led the Pledge of Allegiance.

b. Following persons were in attendance:

Brittney Josoff	Trustee/Vice Chairman	Wilder
Dr. Jeff Dillon	Superintendent	Wilder
Karen Hardcastle	Trustee Representative	Notus
Tana Kellogg	Superintendent	Notus
Sara Bartles	Trustee/Chairman	Parma
Stoney Winston	Superintendent	Parma
Norm Stewart	Superintendent	Marsing
Shane Muir	Trustee	Homedale
Dr. Harold Nevill	COSSA CEO	COSSA
Micah Doramus	Special Education Director	COSSA
Patricia Frahm	CRTEC Principal/IT Coordinator	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

Not Present: Jennifer Brock, Notus Trustee; OJ Barber, Marsing Trustee; and Rob Sauer, Homedale Superintendent.

Guests: Joetta Fulgenzi, COSSA CEA Representative; Veronica Grimaldo, COSSA Academy/CRTEC Counselor; Amber Richardson, COSSA Academy parent (via phone).

c. Tana Kellogg moved to approve the agenda as presented. Norm Stewart seconded the motion. Motion carried.

Brittney Josoff arrived at 6:13 p.m.

B. Audience with Individuals and Groups

a. Misty Swanson – ISBA Executive Director – Discussion & Information regarding Interim Superintendent/CEO Search – ISBA Executive Director Misty Swanson discussed with the Board her recommendations regarding the application forms for hiring and the flyer for advertising for the COSSA Superintendent/CEO search.

b. Amber Richardson – Consideration of appeal of COSSA Administration decision – Shane Muir moved to go into 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). Brittney Josoff seconded the motion upon which 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- Aye 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 6:27 p.m. on the 16th day of August 2021 at the COSSA cafeteria, Wilder, Idaho to consider executive session issues as authorized by Section 74-206(1)(b)(d), Brittney Josoff, Dr. Jeff Dillon, Karen Hardcastle, Tana Kellogg, Sara Bartles, Stoney Winston, Norm Stewart, Shane Muir, Dr. Harold Nevill, Dawnita Tincher, and Amber Richrdson (via phone) 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 7:48 p.m. Chairman Bartles reconvened into open session.

The Board determined that the decision by administration followed current policy. No decisions by the Board were made.

- C. Consent Agenda – Action Items: Consider the approval of Consent Agenda items** – Brittney Josoff moved to approve the consent agenda as presented. Norm Stewart seconded the motion. Motion carried.
- a.I. Board Minutes - July 19, 2021 Regular Meeting- as presented**
 - b. Bill Schedule (August 16, 2021) – as presented**
 - c. Personnel Reports (August 16, 2021)– as presented**
 - d.I. Policy 9400 Safety Program – as presented**
 - d.II. Policy 9410 Hazard Communication – as presented**
 - d.III. Policy 9420 Bloodborne Pathogen – as presented**
 - d.IV. Policy 9500 Security– as presented**
 - d.V. Policy 9600 Maintenance and Operations– as presented**
 - d.VI. Policy 8500 Risk Management – as presented**
- D. Information Items/Reports**
- a. COSSA Education Association (Joetta Fulgenzi) – verbal report presented**
 - b. Business Office Report (Dawnita Tincher) – no additions to submitted reports**
 - c. Academy Principal/CTE Coordinator (Patricia Frahm) – no additions to submitted reports**
 - d. COSSA Administration Report (Dr. Harold Nevill) – no additions to submitted reports**
 - e. Maintenance/Facilities (John Bechtel) – no additions to the submitted reports**
- E. Old Business -- Action Items**
- a. Substitute Pay - Consider approving the substitute pay rate at \$90 per day.** Brittney Josoff moved to approve the substitute rate of pay at \$90 per day as presented. Shane Muir seconded the motion. Motion carried.
 - b. Principal & CTE Coordinator Stipend - Consider the approval of a Principal stipend & a CTE Coordinator stipend.** Brittney Josoff moved to approve a Principal stipend and a CTE Coordinator stipend for the 2021-2022 school year as presented. Shane Muir seconded the motion.

Motion carried.

- c. **Vacation Pay - Consider the approval of paying vacation leave in accordance with COSSA Board Policy 5450.** No decisions were made.
- d. **Policy 3060 - Homeless Students (New) - Consider the second reading of Policy 3060 – Homeless Students.** Brittney Josoff moved to approve Policy 3060 Homeless Students upon second reading. Shane Muir seconded the motion. Motion carried.
- e. **Policy 3100 - COSSA Community School (New) - Consider the second reading of Policy 3100 – COSSA Community School.** Brittney Josoff moved to approve Policy 3100 COSSA Community School upon second reading. Shane Muir seconded the motion. Motion carried.
- f. **Policy 4120 - Uniform Grievance Procedure (New) - Consider the second reading of Policy 4120 - Uniform Grievance Procedure.** Brittney Josoff moved to approve Policy 4120 Uniform Grievance Procedure upon second reading. Shane Muir seconded the motion. Motion carried.
- g. **Policy 5295 - COSSA Educators Association (CEA) (New) - Consider the second reading of Policy 5295 COSSA Educators Association (CEA).** Brittney Josoff moved to approve Policy 5295 COSSA Educators Association (CEA) upon second reading. Shane Muir seconded the motion. Motion carried.
- h. **Policy 7455 - Federal Debarment (New) - Consider the second reading of Policy 7455 – Federal Debarment.** Brittney Josoff moved to approve Policy 7455 Federal Debarment upon second reading. Shane Muir seconded the motion. Motion carried.
- i. **CRTEC Covid-19 Plan for the 2021-2022 School Year (New) - Consider the second reading of the CRTEC Covid-19 Plan for the 2021-2022 School Year.** Brittney Josoff moved to approve the CRTEC Covid-19 Plan for the 2021-2022 School Year upon second reading. Shane Muir seconded the motion. Motion carried.

F. New Business -- Action Items

a. Interim Superintendent/CEO Hire Action Items:

- i. **Interim Superintendent/CEO Application Forms - Review and consider the approval for the application forms for the Interim Superintendent/CEO search by ISBA.** Brittney Josoff moved to approve the Superintendent/CEO application forms as presented. Shane Muir seconded the motion. Motion carried.
- ii. **Interim Superintendent/CEO Advertisement Flyer - Review and consider the approval of the flyer for the interim Superintendent/CEO search by ISBA.** Brittney Josoff moved to approve the Superintendent/CEO advertisement flyer as presented. Shane Muir seconded the motion. Motion carried.
- iii. **Interim Superintendent/CEO salary - Consider the approval of a salary range for the Interim Superintendent/CEO.** Brittney Josoff moved to approve the Interim Superintendent/CEO salary range up to \$46,250.00. Shane Muir seconded the motion. Motion carried.

G. Executive Session - Chairman Bartles announced that there was not a need for an executive session at this time.

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

I. Board Request to Administration –

1. Dr. Jeff Dillon asked Dr. Nevill to research possible reasons for the lack of available special education staff.
2. The Board asked that Dr. Nevill to revise Policy 5450 Vacation Pay and ask the lawyer for clarification on addressing employee accrued vacation days.
3. The Board asked that administration review the pathways to promotion policy for COSSA Academy, specifically looking at column two Alternative Path to Promotion.
4. The Board asked Mrs. Frahm to check on COSSA Academy students who are on IEP's and whether or not their goals have been met.

J. Adjournment – Brittney Josoff moved to adjourn the meeting at 9:13 p.m. Norm Stewart seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk