

APPROVED AUGUST 16, 2021

**Board of Trustees
Regular Meeting Minutes
Monday, July 19, 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 6:02 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
Tana Kellogg	Superintendent	Notus
Sara Bartles	Trustee/Chairman	Parma
Stoney Winston	Superintendent	Parma
OJ Barber	Trustee	Marsing
Norm Stewart	Superintendent	Marsing
Rob Sauer	Superintendent	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: Dr. Jeff Dillon, Wilder Superintendent; Jennifer Brock, Notus Trustee; and Shane Muir, Homedale Trustee.

Guests: Joetta Fulgenzi, COSSA CEA Representative

c. OJ Barber moved to approve the agenda as presented. Rob Sauer seconded the motion. Motion carried.

B. Consent Agenda – Action Items: Consider the approval of Consent Agenda items – Rob Sauer moved to approve the consent agenda as presented. OJ Barber seconded the motion. Motion carried.

a.I. Board Minutes - June 21, 2021 Regular Meeting- as presented

a.II. Board Minute – June 29, 2021 Special Meeting – as presented

b.I. Bill Schedule (June 30, 2021) – as presented

b.II. Bill Schedule (July 19, 2021) – as presented

c. Personnel Reports (June 21, 2021)– as presented

d.I. Policy 8100 Transportation – as presented

d.II. Policy 8130 Transportation of Students – as presented

d.III. Policy 8190 transportation Emergencies – as presented

d.IV. Policy 8200 Wellness – as presented

- d.V. **Policy 8300 Disaster Preparedness – as presented**
- d.VI. **Policy 8500 Risk Management – as presented**
- d.VII. **Policy 8505 Key Control – as presented**
- d.VIII. **Policy 8520 Facility Inspection – as presented**
- d.IX. **Policy 8530 Property Damage – as presented**
- d.X. **Policy 8605 Custody Records– as presented**

C. Information Items/Reports

- a. **Board Chairman Report (Sara Bartles) – Status of COSSA Principal for the 2021-22 School year** – Dr. Nevill stated that his intention for the 2021-2022 school year would be to pay using stipends from the 237 CTE ADA funds.
- b. **COSSA Education Association (Joetta Fulgenzi) – verbal report presented**
- 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 (Dr. Harold Nevill) – no additions to submitted reports**
- f. **Maintenance/Facilities (John Bechtel) – no additions to the submitted reports**

Trustee Brittney Josoff arrived at 6:12 p.m.

D. Old Business - - Informational Items

- a. **ISBA Superintendent Search Update** – Chairman Bartles stated that ISBA was still in the process of gathering information from Idaho Career & Technical Education and the State Department of Education regarding interim qualifications.

E. Old Business -- Action Items

- a. **Instructional Procedures Manual (Revision) – Consider the second reading of the Instructional Procedures Manual.** Brittney Josoff moved to approve the Instructional Procedures Manual upon second reading. OJ Barber seconded the motion. Motion carried.
- b. **CTE Course Description Manual (Revision) - Consider the second reading of the Course Description Manual.** Brittney Josoff moved to approve the CTE Course Description Manual upon second reading. OJ Barber seconded the motion. Motion carried.
- c. **Personnel Handbook - Consider the second reading of the Personnel Handbook.** Brittney Josoff moved to approve the Personnel Handbook upon second reading. OJ Barber seconded the motion. Motion carried.
- d. **CRTEC Student Handbook - Consider the second reading of the CRTEC Student Handbook.** Brittney Josoff moved to approve the CRTEC Student Handbook upon second reading. OJ Barber seconded the motion. Motion carried.
- e. **COSSA Strategic Plan - Consider the second reading of the COSSA Strategic Plan.** Brittney Josoff moved to approve the COSSA Strategic Plan upon second reading. OJ Barber seconded the motion. Motion carried.

F. New Business -- Action Items

- a. **21-22 COSSA Academy Budget Amendment – Consider modifying the COSSA Academy budget to allow an additional August Professional Development day for COSSA Academy Teachers** – Brittney Josoff moved to allow the movement of \$2200 to cover the additional professional development day as requested. OJ Barber seconded the motion. Motion carried.
- b. **Policy 3060 - Homeless Students (New) - Consider the first reading of Policy 3060 - Homeless Students.** Rob Sauer moved to send Policy 3060 Homeless Students to a second reading. Brittney Josoff seconded the motion. Motion carried.
- c. **Policy 3100 - COSSA Community School (New) - Consider the first reading of Policy 3100 – COSSA Community School.** Rob Sauer moved to send Policy 3100 COSSA Community School to a second reading. Brittney Josoff seconded the motion. Motion carried.
- d. **Policy 4120 - Uniform Grievance Procedure (New) - Consider the first reading of Policy 4120**

- Uniform Grievance Procedure.** Rob Sauer moved to send Policy 4120 Uniform Grievance Procedure to a second reading. Brittney Josoff seconded the motion. Motion carried.
- e. Policy 5295 - COSSA Educators Association (CEA) (New) - Consider the first reading of Policy 5295 COSSA Educators Association (CEA).** Rob Sauer moved to send Policy 5295 COSSA Educators Association (CEA) to a second reading. Brittney Josoff seconded the motion. Motion carried.
- f. Policy 7455 - Federal Debarment (New) - Consider the first reading of Policy 7455 - Federal Debarment.** Rob Sauer moved to send Policy 7455 Federal Debarment to a second reading. Brittney Josoff seconded the motion. Motion carried.
- g. CRTEC Covid-19 Plan for the 2021-2022 School Year (New) - Consider the CRTEC Covid-19 Plan for the 2021-2022 School Year.** Rob Sauer moved to send the CRTEC Covid-19 Plan for the 2021-2022 School Year to a second reading. Brittney Josoff 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. Chairman Bartles asked that the change in approved budget amounts for substitute hourly rate of pay be added to next month's board meeting agenda.
 2. Superintendent Winston asked that flyers on the COSSA CTE programs and a brochure for the upcoming open house for COSSA CTE programs be sent to the principals and counselors for the districts' upcoming registrations.
- J. Adjournment** – Brittney Josoff moved to adjourn the meeting at 6:44 p.m. Rob Sauer seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk