

**Canyon-Owyhee School Service Agency**

109 Penny Lane  
Wilder, Idaho 83676

Patricia Frahm, CEO/Superintendent,  
Tammie Anderson, Special Education Director;  
Rhonda Carpenter, Business Manager and Clerk of the Board

**Board of Trustees  
Regular Meeting Minutes  
Monday, September 19, 2022**

**Call to Order** - The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order by Vice-Chairman OJ Barber at 6:01 p.m. in the agency board room.

a. Chairman Bartles led the Pledge of Allegiance.

b. Following persons were in attendance:

Rob Sauer	Superintendent	Homedale
Shane Muir	Trustee	Homedale
Micah Doramus	Superintendent	Notus
John Baldazo	Trustee	Notus
Norm Stewart	Superintendent	Marsing
OJ Barber	Trustee/Vice-Chairman	Marsing
Stoney Winston	Superintendent	Parma
Dr. Jeff Dillon	Superintendent	Wilder
Brittany Josoff	Trustee	Wilder
Patricia Frahm	COSSA CEO	COSSA
Tammie Anderson	Special Education Director	COSSA
Rhonda Carpenter	Business Manager/Clerk	COSSA

Not Present: Sara Bartles, Parma Trustee

Guests: None

c. Stoney Winston moved to approve the agenda as presented. John Baldazo seconded the motion. Motion carried.

**Consent Agenda – Action Items:**

**Consider the approval of Consent Agenda items** – Stoney Winston moved to approve the consent agenda as presented. John Baldazo seconded the motion. Motion carried.

- i. Board Minutes – August 15, 2022– as presented
- ii. Bill Schedule (September 19, 2022) – as presented
- iii. Personnel Reports (September 19, 2022)– as presented
- iv. Obsolete Items – as presented

**Discussion/Information**

- a) Business Office Report (Rhonda Carpenter) – no report due to server failure
- b) Academy Principal/CTE Coordinator (Patricia Frahm) – no additions to submitted
- c) COSSA Administration Report (Patricia Frahm) – no additions to submitted reports
- d) Special Services Report (Tammie Anderson) – no additions to submitted reports
- e) Maintenance/Facilities (John Bechtel) – no additions to the submitted reports

**Old Business -- Action Items**

- a) **Classified Salary Schedule**—The proposed increases to the classified salary schedule were presented along with the financial increase to each district. An option to have a one-year stipend added to classified employees pay was proposed. This option would be paid by the districts as the positions are filled. It was moved by John Baldazo and seconded by Shane Muir to table this agenda item until the next Board Meeting. Motion carried.
- b) **New or Revised Board Policies –Second Reading: Strategic Plan Revised:** The Board discussed moving the Strategic Plan to the third reading. It was requested that the administration include the CIP for approval along with the Strategic Plan . Stoney Winton moved to move the Strategic Plan to a third reading. Shane Muir seconded. Motion carried.

**New Business -- Action Items**

- a) **New or Revised Boar Policies – First Reading:**
  - o Policy 2700P
  - o Policy 1210
  - o Policy 2605
  - o Policy 2310

Stoney Winton moved to move the board policies to a second reading. Shane Muir seconded. Motion carried.

**Executive Session**—No Executive Session was held.

**Board Request to Administration –**

1. Requested that Scott Webb email the flyers for night classes to the district superintendents.
2. Executive Session to set goals for COSSA Superintendent/CEO
3. Follow-up on State Insurance Plan
4. Schedule a special meeting to discuss staffing. Monday, September 26, 2022 @ 2:00 P.M.

**Adjournment** – Stoney Winston moved to adjourn the meeting at 7:23 p.m. Shane Muir seconded the motion. Motion carried.

Respectfully Submitted,

Rhonda Carpenter, Clerk