

COSSA Regular Board Meeting

June 16, 2025 5:00 PM

Agency Board Room

109 Penny Lane

Wilder, ID 83676

Board Members:

Sara Bartles - Chair	Present	Dale Layne	Absent
John Baldazo - Vice	Present	Micah Doramus	Present
Adam Percifield	Present	Norm Stewart	Absent
Bree Walker	Absent	Alejandro Zamora	Absent
Leslie Parker	Present	Rob Sauer	Present

COSSA Staff Members Present:

Patricia Frahm	CEO
Tammie Anderson	Special Education Director
Debbie Denney	Interim Business Manager/Board Clerk
Jacob Smith	Incoming Business Manager/ Board Clerk
Mandy Pascale	Assistant Business Manager

A. **Call Board of Trustees Meeting to Order**

Chair Bartles called the meeting to order at 5:00 pm

A.a. Pledge of Allegiance

A.b. Determine if a quorum is present.

B. **Audience with Individuals and Groups**

None at this time

C. **Fiscal Year 2026 Budget Hearing**

Board members discussed prior board work on creating the FY26 budget draft. Time for questions and staff input was heard at this time.

D. **Agenda Action Items**

D.a. Approval of Agenda

John Baldazo made a motion to approve the agenda as presented. Adam Percifield seconded the motion; all were in favor, motion passed.

D.b. Approval of the Consent Agenda

D.b.I. Board Minutes – May 19, 2025 and June 5, 2025 (Special meeting)

D.b.II. Bill Schedule

D.b.III. Personnel Report

John Baldazo made a motion to approve the consent agenda as presented. Adam Percifield seconded the motion; all were in favor, motion passed.

E. **Information Items/ Reports**

- E.a. Business office staff provided updates on FY26 budget development process, IDEA reimbursements, and onboarding the incoming business manager.
- E.b. Special Education Director Anderson provided updates on number of students served in FY25, locations, levels of care, and logistics. Additional information was provided regarding onboarding, new staff orientation, and professional development for the upcoming year.
- E.c. CEO Frahm provided the board with and updated, year-end report on enrollments for the Academy and CTE programs.
- E.d. CEO Frahm updated the board on new and existing grant applications, including the recently awarded SRO grant.
- E.e. The monthly maintenance and facility report was provided to the board.
- E.f. The monthly food services report was provided to the board.

F. **Old Business -- Action Items**

None at this time

G. **New Business – Action Items**

G.a. CEO Frahm discussed updates to handbooks and policies based on changes in COSSA roles and personnel, change in course offerings, current fiscal year notations, and other minor revisions. The following handbooks and manuals were entered as “First Reading” per board policy:

- I. Personnel Handbook
- II. CTE Course Description Manual
- III. CRTEC Student Handbook
- IV. Academy Student Handbook

John Baldazo made a motion to approve the first reading of all documents as presented. Adam Percifield seconded the motion; all were in favor, motion passed.

G.b. The board discussed options to develop an ISBA resolution to support additional funds to be directed and available for special education. A draft of a possible COSSA resolution will be brought to the next board meeting.

The board tabled the decision for approval of the resolution until further discussion at the July board meeting.

G.c. The 2025-2026 Budget was presented for approval.

John Baldazo made a motion to approve the FY26 Budget as presented. Leslie Parker seconded the motion; all were in favor, motion passed.

H. *Executive Session- Idaho Code 74-206 (1)(a): To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated to fill a particular vacancy or need, unless a vacancy in an elective office is being filled.*

The board determined there was no need for executive session at this time.

I. **New Business**

No action to be taken for Executive Session.

J. **Board Requests to Administration**

None at this time.

K. **Adjournment**

John Baldazo made a motion to adjourn the meeting at 5:28 pm; Adam Percifield seconded the motion; all were in favor, motion Passed

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