

Dr. Harold Nevill, CEO
Diana Zigars, Special Education Director
Greg Hale, CRTEC Campus Director
Dawnita Tincher, Business Manager
(208) 482-6074

APPROVED NOVEMBER 21, 2016

Minutes of the Regular Meeting of the Board of Trustees
October 17, 2016

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:05 p.m. by Acting Chairman Jason Sevy at the CRTEC Conference Room. The following persons were in attendance:

Christy Tayler	Trustee	Wilder
Jeff Dillon	Superintendent	Wilder
Jim Norton	Superintendent	Parma
Jason Sevy	Trustee	Marsing
Norm Stewart	Superintendent	Marsing
Harold Nevill	COSSA CEO	COSSA
Diana Zigars	Special Education Director	COSSA
Greg Hale	CA Principal/CTE Coordinator	COSSA
	CRTEC Campus Director	
Dawnita Tincher	Business Manager/Clerk	COSSA

On Phone: Rob Sauer, Homedale Superintendent (Executive Session only)

Not Present: Barbara Skogsberg, Notus Trustee/Vice Chairman; Craig Woods, Notus Superintendent; Robert Godina, Parma Trustee/Chairman; and Shelley Shenk, Homedale Trustee.

Guests: Kristy Dorsey, Short Term Training Coordinator; and Theresa Hulbert, CEA Representative.

APPROVE AGENDA

Jim Norton moved to approve the agenda as presented. Christy Tayler seconded the motion. Motion carried.

EXECUTIVE SESSION

Acting Chairman Jason Sevy 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 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 as allowed by Idaho Code 74-206 (1)(b) and the examination of records exempt from public disclosure as allowed by Idaho Code 74-206 (1)(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- Not Present, Parma – Aye, Marsing- Aye, Homedale- Aye, Chairman Godina 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 6:20 p.m. on the 17th day of October 2016 at the COSSA office board room, Wilder, Idaho at which time executive session was then moved to the CA Principal/CTE Coordinator office in order to consider personnel and student issues as authorized by Section 74-206(1)(b) &(d), for phone conference, Christy Tayler, Jeff Dillon, Jim Norton, Jason Sevy, Norm Stewart, Rob Sauer (on phone), Dr. Harold Nevill, Diana Zigars, Greg Hale, and Dawnita Tincher, 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 6:37 p.m. the board moved back to the COSSA office board room, Jim Norton moved to reconvene into open session. Christy Tayler seconded the motion. Motion carried

EXECUTIVE SESSION - ACTION(S)

Jim Norton moved to expel “Student 2016-27” for the remainder of the 2016-2017 school year from COSSA Academy. Norm Stewart seconded the motion. Motion carried.

APPROVE MINUTES

Christy Tayler moved to approve the minutes for the Board meeting of October 17, 2016 as presented. Jim Norton seconded the motion. Motion carried.

BILL SCHEDULE

Jim Norton moved to approve the bill schedule as presented. Jeff Dillon seconded the motion. Motion carried.

OLD BUSINESS

Budget Grant Adjustments

Dr. Nevill asked the Board for guidance on updating the budget report when grant funding comes in to the various funds. The Board consensus was to have Dawnita update the budget line items within the various budgets on a monthly

basis, but not to include the grant income and expenses in the monthly “explanation” of budget overdrawn lines.

NEW BUSINESS

- CEA Theresa Hulbert stated to the Board that CEA was preparing for the annual staff holiday party and that they were working on the CEA scholarship baskets.
- Business Office Independent Auditor, Mikael Parker with Bowen, Parker, Day CPAs presented the 15-16 audit report for Canyon-Owyhee School Service Agency. Christy Tayler moved to accept the 15-16 audit report as presented. Jim Norton seconded the motion. Motion carried.
- Special Services Report Jeff Dillon moved to approve the IDEA School Age (257) 2016-2017 Budget as presented. Jim Norton seconded the motion. Motion carried.
- Jeff Dillon moved to approve the IDEA Preschool Age (258) 2016-2017 Budget as presented. Jim Norton seconded the motion. Motion carried.
- Jim Norton moved to approve the COSSA Gifted/Talented Program Plan as presented. Norma Stewart seconded the motion. Motion carried.
- Administrative Report No additions to submitted reports.
- Career & Technical/COSSA Jim Norton moved to declare the equipment list presented by Greg Hale as surplus property to be disposed of through sale or auction. Jeff Dillon seconded the motion. Motion carried.
- Obsolete Items List as follows:
- 2 8X10 Storage sheds
 - 1 small automotive lift
 - 1 1974 Horse trailer
 - 1 Building Trades 5th wheel trailer
 - 6 Transcribing Unit Controllers (approximately ...\$246.56 each)
 - 20 Transcribing foot pedal control (\$59.00 each)
 - Misc. Centerpoint/Greenleaf office and classroom furniture, partitions, etc.
 - Misc. obsolete technology equipment, printers, cameras, scanners, projectors, etc.
- Short-Term Training Report No addition to the submitted reports.

COSSA BOARD POLICIES

- Policies – First Reading First reading was held on the 10-Year Maintenance Plan. Jim Norton moved to approve on first reading the 10-Year Maintenance Plan. Norm Stewart seconded the motion. Motion carried.
- Policies – Second Reading Second reading was held on the CTE Course Description Manual (Revision).

Jeff Dillon moved to approve the CTE Course Description Manual as presented. Norm Stewart seconded the motion. Motion carried.

Second reading was held on the Child Care Manual (Revision). Jeff Dillon moved to approve the Child Care Manual as presented. Norm Stewart seconded the motion. Motion carried.

Second reading was held on Policy 409 – Non-Resident Enrollment (Revision). Jeff Dillon moved to approve Policy – 409 Non-Resident Enrollment as presented. Norm Stewart seconded the motion. Motion carried.

Second reading was held on Policy 420 – Safe Environment and Access (New). Jeff Dillon moved to approve Policy – 420 Safe Environment and Access as presented. Norm Stewart seconded the motion. Motion carried.

Policies – Third Reading

Third reading was held on Policy 322 – Leadership Premiums (Annual). Jim Norton moved to approve Policy 322 – Leadership Premiums as presented. Jeff Dillon seconded the motion. Motion carried.

PERSONNEL

Diana Zigars asked the Board to ratify her acceptance of resignation from Misty Smith, Special Education Assistant. Jim Norton moved to ratify her acceptance of resignation from Misty Smith as presented. Norm Stewart seconded the motion. Motion carried.

**BOARD REQUESTS
TO ADMINISTRATION**

Jeff Dillon asked Greg Hale to bring a student list showing credit attempted, earned, or lost to the next meeting.

ADJOURNMENT

Christy Tayler moved to adjourn the meeting at 7:16 p.m. Jim Norton seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk