

Canyon-Owyhee School Service Agency

109 Penny Lane
Wilder, Idaho 83676

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

APPROVED FEBRAURY 21, 2017

Minutes of the Regular Meeting of the Board of Trustees
January 17, 2017

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:02 p.m. by Chairman Robert Godina at the COSSA office board room. The following persons were in attendance:

Christy Tayler	Trustee	Wilder
Barbara Skogsberg	Trustee; Vice Chairman	Notus
Robert Godina	Trustee: Chairman	Parma
Mary Lou Lopez	Designated Trustee	Marsing
Shelley Shenk	Trustee	Homedale
Rob Sauer	Superintendent	Homedale
Dr. 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
Krisite Dorsey	Short-Term Training Coordinator	COSSA

Not Present: Jeff Dillon, Wilder Superintendent; Craig Woods, Notus Superintendent; Jim Norton, Parma Superintendent; Jason Sevy, Marsing Trustee; and Norm Stewart, Marsing Superintendent.

Guests: Joetta Fulgenzi, CEA Representative.

APPROVE AGENDA

Special Education Director Diana Zigars asked to amend the agenda to add under J.1. a special education personnel hire and Greg Hale CTE Coordinator asked to amend the agenda to add J. 2. a Career & Technical Education instructor resignation. Barbara Skogsberg moved to approve the agenda with changes as presented. Christy Tayler seconded the motion. Motion carried.

EXECUTIVE SESSION

No executive session was held.

APPROVE MINUTES

Christy Tayler moved to approve the minutes for the regular board meeting on

December 19th, 2016 as presented. Shelley Shenk seconded the motion. Motion carried.

BILL SCHEDULE

Barbara Skogsberg moved to approve the bill schedule as presented. Rob Sauer seconded the motion. Motion carried.

OLD BUSINESS

Payroll Projections

Dr. Nevill discussed with the Board the difficulties encountered and questions that remain in order to project the increase in payroll for the 2017-2018 school year budget and stated that they are working on it and will have information at the next Board meeting.

NEW BUSINESS

CEA

No additions to the submitted report.

Business Office

No additions to the submitted report.

Special Services Report

No additions to the submitted report.

Administrative Report

Discussion was held by the Board of Trustees regarding COSSA Academy emergency closure days due to inclement weather. Barbara Skogsberg moved to ratify the emergency closure dates of January 4th, 5th, 6th, 9th, 10th, and 11th, 2017 of COSSA Academy due to inclement weather. Rob Sauer seconded the motion. Motion carried.

Christy Tayler moved to approve the revised COSSA Academy calendar with the addition of the strike out dates noted in the key at the bottom. Barbara Skogsberg seconded the motion. Motion carried.

Rob Sauer moved to approve the submission of a waiver to adjust weather impacted days of attendance to the State Department of Education. Christy Tayler seconded the motion. Motion carried.

Dr. Nevill talked to the Board regarding suggestions made by the Division of CTE that they only approve future annual Perkins Plans if the plan corrects deficiencies in the annual Perkins Performance Measures. This could affect the consortiums ability to pay salaries in the health services programs as we have in the past.

Career & Technical/CRTEC

CRTEC Campus Director Greg Hale discussed with the Board the issues of snow caused damage to the CRTEC facility and the heating units. He stated that four of the heating units had been damaged, there are cracks on the walls and ceilings and ceiling tiles are starting to bow. The insurance company has been contacted and he will keep them apprised of any new issues.

Short-Term Training

No additions to the submitted report.

COSSA BOARD POLICIES

Policies – First Reading

First reading of the CTE Course Description Manual (Revision) was held. Rob Sauer moved to bring the CTE Description Manual (Revision) back for a second reading. Christy Tayler seconded the motion. Motion carried.

First reading of Policy 115 – Strategic Planning (New) was held. Rob Sauer moved to bring Policy 115 – Strategic Planning (New) back for a second reading. Christy Tayler seconded the motion. Motion carried.

First reading of Policy 116 – Public Record Disclosure Requests (New) was held. Rob Sauer moved to bring Policy 116 – Public Record Disclosure Requests (New) back for a second reading. Christy Tayler seconded the motion. Motion carried.

First reading of Policy 117 – Unmanned Aerial Vehicle (Drones) (New) was held. Rob Sauer moved to bring Policy 117 – Unmanned Aerial Vehicle (Drones) (New) back for a second reading. Christy Tayler seconded the motion. Motion carried.

First reading of Policy 325 – Mentor Teacher Program (New) was held. Rob Sauer moved to bring Policy 325 – Mentor Teacher Program (New) back for a second reading. Christy Tayler seconded the motion. Motion carried.

Policies – Second Reading

Second reading of the Job Description Manual (Revision) was held. Christy Tayler moved to approve the Job Description Manual (Revision) with the addition of the “employee at will” section to page 51 of the Remediation Aid description. Barbara Skogsberg seconded the motion. Motion carried.

Second reading of the Personnel Manual (Revision) was held. Christy Tayler moved to approve the Personnel Manual (Revision) as presented. Barbara Skogsberg seconded the motion. Motion carried.

Second reading of Policy 309 – Sick Leave Bank (Revision) was tabled again until next meeting so as to go through the information received from the lawyer.

PERSONNEL

Diana Zigars asked the Board to ratify her hire of Chantell Mullins as a Special Education Assistant. Christy Tayler moved to ratify the hire of Chantell Mullins as presented. Shelley Shenk seconded the motion. Motion carried.

Greg Hale asked the Board to ratify the acceptance of retirement resignation from Auto Mechanics Instructor Gary Schleicher at the end of the 2016-2017 school year. Christy Tayler moved to ratify the acceptance of the retirement resignation of Gary Schleicher as presented. Rob Sauer seconded the motion. Motion carried.

BOARD REQUESTS TO ADMINISTRATION

Barbara Skogsberg asked the administration to check with the auditor regarding the 257 IDEA School Age budget and the 257 IDEA School Age Prior Year

budget along with the 258 IDEA Preschool budget and the 258 IDEA Preschool Prior Year budget and whether or not they would recommend combining them rather than separating them.

ADJOURNMENT

Shelley Shenk moved to adjourn the meeting at 7:19 p.m. Barbara Skogsberg seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk