

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 MARCH 20, 2017

Minutes of the Regular Meeting of the Board of Trustees
February 21, 2017

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:03 p.m. by Chairman Robert Godina at the COSSA office board room. The following persons were in attendance:

Christy Tayler	Trustee	Wilder
Craig Woods	Superintendent	Notus
Jim Norton	Superintendent	Parma
Robert Godina	Trustee: Chairman	Parma
Norm Stewart	Superintendent	Marsing
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; Barbara Skogsberg, Notus Trustee/Vice Chairman; Jason Sevy, Marsing Trustee; Shelley Shenk, Homedale Trustee; and Rob Sauer, Homedale Superintendent.

Guests: Brandy Smith, COSSA Academy Counselor/Administration Intern; Joetta Fulgenzi, CEA Representative; John E. Bechtel, CRTEC Maintenance Supervisor; and "Student 2017-1" and parents.

APPROVE AGENDA

Craig Woods moved to approve the agenda as presented. Norm Stewart seconded the motion. Motion carried.

EXECUTIVE SESSION

Chairman Robert Godina 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- Aye, Parma – Aye, Marsing- Aye, Homedale- Not Present, 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 6:04 p.m. on the 21st day of February 2017 at the COSSA office board room, Wilder, Idaho to consider personnel and student issues as authorized by Section 74-206(1)(b) &(d), Christy Tayler, Craig Woods, Robert Godina, Jim Norton, Norm Stewart, Brandy Smith, Dr. Harold Nevill, Diana Zigars, Greg Hale, Dawnita Tincher, “Student 2017-1” and parents were present at the Executive Session. The Board then entered into discussion of the matter for which the Executive Session was held.

Norm Stewart, Marsing Superintendent, left executive session during discussions on issues concerning Canyon-Owyhee School Service Agency (COSSA) personnel whose placement through COSSA is currently within the Marsing School District.

There being no further discussion concerning the subject matter of the Executive Session at 6:38 p.m. Chairman Godina reconvened into open session.

**EXECUTIVE SESSION
ACTION(S)**

Craig Woods moved to allow “student 2017-1” to return to COSSA Academy on a very strict contract allowing administration to include a revocation of out-of-district enrollment to COSSA Academy if said student fails to oblige or meet contract requirements. Norm Stewart seconded the motion. Motion carried.

Craig Woods moved to ratify the placement of “Employee A” on paid administrative leave by Special Education Director Diana Zigars on January 30, 2017. Christy Tayler seconded the motion. Motion carried.

Norm Stewart, Marsing Superintendent, recused himself from voting on above motion.

Craig Woods moved to ratify the placement of “Employee B” on paid administrative leave by Special Education Director Diana Zigars on February 8, 2017. Christy Tayler seconded the motion. Motion carried.

Norm Stewart, Marsing Superintendent, recused himself from voting on above motion.

APPROVE MINUTES

Craig Woods moved to approve the minutes for the regular board meeting on January 17th, 2017 as presented. Christy Tayler seconded the motion. Motion carried.

BILL SCHEDULE

Craig Woods moved to approve the bill schedule as presented. Norm Stewart seconded the motion. Motion carried.

OLD BUSINESS

Payroll Projections

Dr. Nevill and Business Manager Dawnita Tincher passed out a spread sheet showing the estimated need in salaries/benefits to the special education/administration budget and the career & technical education budget for the 2017-2018 school year. No decisions were made.

Snow Removal/Damage

Dr. Nevill asked the Board to approve moving \$15,000 from the reserve line 259-950850-000-000-0 to the student occupied maintenance account 259-664410-000-000-0 to cover the cost of emergency snow removal and damage to the CRTEC building and heating units. Craig Woods moved to approve the above request as presented. Christy Tayler seconded the motion. Motion carried.

Inclement Weather Waiver

Dr. Nevill presented the letter that he sent to the State Department of Education requesting a waiver of attendance due to inclement weather. He has not heard back from the State Department as of yet.

CTE Perkins Training

Dr. Nevill discussed with the Board the impact on the COSSA career and technical budget if the Division of CTE makes the changes that they are currently proposing in regards to Perkins funding. He stated that all of our districts have been invited to a training on April 4th by the Division of CTE to discuss allowed uses of Perkins funds.

Christy Tayler left at this time.

NEW BUSINESS

CEA

No additions to the submitted report.

Business Office

Dawnita Tincher stated that she had contacted the auditor regarding the question at the last Board meeting from trustees on why there is an IDEA School Age Budget (257) and IDEA Preschool Age Budget (258) regular and prior year

budgets on the budget report and whether or not that is necessary. The auditor stated that he does not usually see them separated by years and that they blend them when they do the audit report at the end of the fiscal year. Dawnita stated that she plans to just create the regular budgets for the upcoming budget year 2017-2018.

Special Services Report No additions to the submitted report.

Administrative Report Craig Woods moved to ratify the emergency closure date of January 19, 2017 of COSSA Academy due to inclement weather. Norm Stewart seconded the motion. Motion carried.

Norm Stewart moved to approve the revised COSSA Academy calendar (Emergency Closure Revision 2/21/17) as presented. Craig Woods seconded the motion. Motion carried.

Career & Technical/CRTEC No additions to the submitted report.

Short-Term Training No additions to the submitted report.

COSSA BOARD POLICIES

Policies – First Reading No policies to review for first reading this month.

Policies – Second Reading Second reading of the CTE Course Description Manual (Revision) was held. Craig Woods moved to approve the CTE Description Manual (Revision) as presented. Norm Stewart seconded the motion. Motion carried.

Second reading of Policy 115 – Strategic Planning (New) was held. Craig Woods moved to approve Policy 115 – Strategic Planning (New) as presented. Norm Stewart seconded the motion. Motion carried.

Second reading of Policy 116 – Public Record Disclosure Requests (New) was held. Craig Woods moved to approve Policy 116 – Public Record Disclosure Requests (New) as presented. Norm Stewart seconded the motion. Motion carried.

Second reading of Policy 117 – Unmanned Aerial Vehicle (Drones) (New) was held. Craig Woods moved to approve Policy 117 – Unmanned Aerial Vehicle (Drones) (New) as presented. Norm Stewart seconded the motion. Motion carried.

Second reading of Policy 325 – Mentor Teacher Program (New) was held. Craig Woods moved to approve Policy 325 – Mentor Teacher Program (New) as presented. Norm Stewart seconded the motion. Motion carried.

PERSONNEL

No personnel report this month.

**BOARD REQUESTS
TO ADMINISTRATION**

No further requests by the board this month.

ADJOURNMENT

Norm Stewart moved to adjourn the meeting at 7:36 p.m. Craig Woods seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk