

APPROVE OCTOBER 21, 2019

**Board of Trustees
Regular Meeting Minutes
Monday, September 16, 2019**

A. Call to Order

- a. Call to Order** - The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order by Chairman Jason Sevy at 6:00p.m. The following persons were in attendance:

Jeff Dillon	Superintendent	Wilder
Jennifer Brock	Trustee	Notus
Robert Vian	Superintendent	Notus
Robert Godina	Trustee/Vice Chairman	Parma
Jim Norton	Superintendent	Parma
Jason Sevy	Trustee/Chairman	Marsing
Norm Stewart	Superintendent	Marsing
Rob Sauer	Superintendent	Homedale
Dr. Harold Nevill	COSSA CEO	COSSA
Loretta Hayslip	Special Education Director	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

Not Present: Jaime Ponce, Wilder Trustee and Shane Muir, Homedale Trustee.

Guests: Joetta Fulgenzi, CEA/Special Olympics Representative; Diane McSherry, COSSA Academy Teacher; Patricia Frahm, COSSA Academy Teacher; Rebecca Owen, COSSA Academy Teacher; Krissy Lamont, ISBA; and David Brinkman, ISBA.

B. Agenda Action Items

- a. Approval of Agenda** – Jeff Dillon moved to approve the agenda as presented. Robert Godina seconded the motion. Motion carried.
- b. Approval of the Consent Agenda** – Norm Stewart moved to approve the consent agenda as presented. Robert Godina seconded the motion. Motion carried
- i. Board Minutes August 19, 2019** - as presented
 - ii. Bill Schedule (September 16, 2019)** – as presented
 - iii. Personnel Report (September 16, 2019)** – as presented
 - iv. Board Policies – Tri-Annual Review/No Significant Changes** – as presented
 1. None at this time

C. Executive Session - Chairman Sevy declared that there was no need for an executive session at this time.

D. a. Executive Session Action Items - No actions were taken.

E. Information Items/Reports

- a. **Old Business**
 - i. **Non-Resident Enrollment (Dr. Nevill)** – no additions to submitted reports
- b. **COSSA Education Association**
 - i. **Upcoming Events** – no additions to the submitted reports
- c. **Business Office Report**
 - i. **None at this time** – no additions to the submitted reports
- d. **Special Services Report (Loretta Hayslip)**
 - i. **Hiring** – no additions to the submitted reports
 - ii. **Policies and Procedures** – Discussion was held regarding the record management system. The Board agreed to maintain original files in the COSSA Record Room and use itracks as working files with access being granted to administrators and counselors.
- e. **COSSA Administration Report (Dr. Nevill)**
 - i. **Grants/COSSA Foundation Donation Status** – no additions to the submitted reports
 - ii. **2019-2020 Academy Enrollment To-date** – Dr. Nevill stated that as of today the Academy has a total of 133 students.
 - iii. **2019-2020 CTE Course Enrollment To-date** – Dr. Nevill stated that as of today the CTE classes have a total of 204 students
 - iv. **Upcoming Events** – no additions to the submitted reports
- f. **Career & Technical/COSSA Academy Report (Dr. Nevill)**
 - i. **August Monthly CTE Staff Meeting** – no additions to the submitted reports
- g. **Maintenance/Facilities (John Bechtel)**
 - i. **Facility Projects** – no additions to the submitted reports
 - ii. **Major Purchases** – no additions to the submitted reports
 - iii. **Major Equipment Issues** – no additions to the submitted reports
 - iv. **Significant Financial Issues**– no additions to the submitted reports
- h. **Food Service Report (April McPherson)**
 - i. **Meal Counts** – no additions to the submitted reports
- i. **Academy Remediation/ISS (Donna Benjamin)**
 - i. **Students Served** – no additions to the submitted reports
 - ii. **Students Gained** – no additions to the submitted reports
- j. **CRTEC Discipline Report (Paul Faletto)** – Discussion was held and Board consensus was to drop this report for future meetings.
 - i. **Offenses** – no additions to the submitted reports
 - ii. **Consequences** – no additions to the submitted reports
- k. **Transportation (Billie Hiser)**
 - i. **No report at this time**
- l. **Information Technology – IT (Patricia Frahm)**
 - i. **August IT Purchases** – no additions to the submitted reports
 - ii. **Future IT Installations** – no additions to the submitted reports
 - iii. **Other IT Issues** – no additions to the submitted reports
- m. **Short-Term Training (Charles Abel)**
 - i. **Current Classes** – no additions to the submitted reports
 - ii. **Future Classes** – no additions to the submitted reports
 - iii. **Other Events** – no additions to the submitted reports

F. Action Items

- a. **Old Business**
 - i. **None at this time**
- b. **COSSA Administration (Dr Nevill) -**
 - i. **New or revised Board Policies – Second Reading**
 - 1. **None at this time**
 - ii. **New or revised Board Policies – First Reading** – Rob Sauer moved to send policies 1-17

& policy 19 to second reading. Jennifer Brock seconded the motion. Norm Stewart moved to approve policy 18 upon second reading. Robert Godina seconded the motion. Motions carried as follows:

1. **Policy 2410 – Section 504 (Revised & Reissued)** – moved to second reading
2. **Policy 3080 – Non-Res Enrollment (Revised & Reissued)** – moved to second reading
3. **Policy 3540 – Student First Aid (Revised & Reissued)** – moved to second reading
4. **Policy 5100 – Hiring (Revised & Reissued)** – moved to second reading
5. **Policy 5340 – Certified Evaluations (Revised & Reissued)** – moved to second reading
6. **Policy 5820 – Classified Evaluations (Revised & Reissued)** – moved to second reading
7. **Policy 8100 – Transportation (New ISBA)** – moved to second reading
8. **Policy 8190 – Transportation Emergencies (New ISBA)** – moved to second reading
9. **Policy 8300 – Disaster Preparedness (New ISBA)** – moved to second reading
10. **Policy 8500 – Risk Management (New ISBA)** – moved to second reading
11. **Policy 8505 – Key Control (New ISBA)** – moved to second reading
12. **Policy 8520 – Facility Inspection (New ISBA)** – moved to second reading
13. **Policy 8530 – Property Damage (New ISBA)** – moved to second reading
14. **Policy 8605 – Custody of Records (Revised & Reissued)** – moved to second reading
15. **Policy 9400 – Safety Program (New ISBA)** – moved to second reading
16. **Policy 9500 – Security (New ISBA)** – moved to second reading
17. **Policy 9600 – Maintenance and Operation (New ISBA)** – moved to second reading
18. **Teacher-Student-Parent Handbook (Minor Revision – 3 pg)** – approved on first reading
19. **Para-Professional Job Description for Special Ed (New)** – moved to second reading

- G. Executive Session with Idaho School Boards Association (ISBA)** – Chairman Sevy announced that the next order of business would be Executive Session for the consideration 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). After a full and complete discussion upon motion duly made by Robert Godina and seconded by Norm Stewart 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). 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- Aye, Chairman Sevy 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 7:02 p.m. on the 16th day of September 2019 at the COSSA office board room, Wilder, Idaho to consider executive session issues as authorized by Section 74-206(1)(b), Jeff Dillon, Jennifer Brock, Robert Vian, Robert Godina, Jim Norton, Jason Sevy, Norm Stewart, Rob Sauer, Krissy LaMont, and David Brinkman 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 8:20 p.m. Chairman Sevy reconvened into open session

Board Request to Administration

- i.** Superintendent Dillon requested that administration create a summary sheet or cover page for the policy section of the Board meetings.
 - ii.** The Board requested that there be no further CRTEC Discipline Report in future meetings.
- I. Adjourn** – Rob Sauer moved to adjourn the meeting at 8:21 pm. Norm Stewart seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk