

Canyon-Owyhee School Service Agency

109 Penny Lane
Wilder, Idaho 83676

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

APPROVED AUGUST 15, 2016

Minutes of the Annual Meeting of the Board of Trustees
July 18, 2016

CALL TO ORDER

The annual meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:01 p.m. by Chairman Robert Godina at the CRTEC Conference Room. The following persons were in attendance:

Christy Tayler	Trustee	Wilder
Jennifer Brock	Trustee/Vice Chairman	Notus
Craig Woods	Superintendent	Notus
Robert Godina	Trustee/Chairman	Parma
Jason Sevy	Trustee	Marsing
Harold Nevill	CEO/CRTEC Campus Director	COSSA
Diana Zigars	Special Education Director	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

Not Present: Jeff Dillon, Wilder Superintendent; Jim Norton, Parma Superintendent; Norm Stewart, Marsing Superintendent; Shelley Shenk, Homedale Trustee; and Rob Sauer, Homedale Superintendent.

Guests: None

APPROVE AGENDA

Dr. Nevill stated that there would be no need for an executive session, so Items C and D can be taken off of the agenda. Special Education Director Diana Zigars asked to add an additional hire ratification and a resignation acceptance under J.1. as action items. Jennifer Brock moved to approve the agenda with changes as presented. Christy Tayler seconded the motion. Motion carried.

EXECUTIVE SESSION

No executive session.

APPROVE MINUTES

Jennifer Brock moved to approve the minutes for the regular Board meeting of June 20, 2016, the minutes for the special Board meeting of June 30, 2016, and minutes for the special Board meeting of July 7, 2016 as presented. Christy Tayler seconded the motion. Motion carried.

BILL SCHEDULE

Jennifer Brock moved to approve the bill schedule with changes to the description line item under Moreton & Company – Idaho (07-2016) attached to

account 259-661710-000-000-0 as 16-17 Liability Insurance – CTE. Jason Sevy seconded the motion. Motion carried.

OLD BUSINESS

State Board of Education
Letter

Dr. Nevill explained the Office of the State Board of Education (OSBE) response to the Boards letter recommending reconsideration of the decision to treat Occupational Therapists as Classified Personnel rather than Certified Personnel and that he planned on responding as they have some facts wrong that he would like to correct, such as the number of Occupational Therapy students being provided Occupational Therapy services and the number of Occupational Therapists that work in school districts.

NEW BUSINESS

CEA

No additions to the submitted reports.

Business Office

Dr. Harold Nevill made the recommendation that the Board reappoint Dawnita Tincher as Clerk of the Board for the 2016-2017 school year. Jennifer Brock moved to reappoint Dawnita Tincher as recommended. Christy Tayler seconded the motion. Motion carried.

Chairman Robert Godina opened nominations for Chairman of the Board. Jennifer Brock nominated Robert Godina for Chairman of the Board. Jason Sevy seconded the nomination. Seeing no objections Robert Godina was elected as the Chairman of the Board for the 2016-2017 school year.

Robert Godina opened nominations for Vice-Chairman of the Board. Jennifer Brock nominated Barbara Skogsberg for Vice-Chairman of the Board. Jason Sevy seconded the nomination. Seeing no objections Barbara Skogsberg was elected as Vice-Chairman of the Board for the 2016-2017 school year.

Dr. Harold Nevill made the recommendation that the Board approve the following sites to post Board agendas: Front window of the CRTEC Building, The Wilder Post office, and the COSSA website (www.cossaschools.org). Christy Tayler moved to approve the recommended posting sites as presented. Jennifer Brock seconded the motion. Motion carried.

Dr. Harold Nevill recommended that the Board approve the Idaho Press Tribune as the official newspaper for “posting” of COSSA legal notices. Jennifer Brock moved to approve the Idaho Press Tribune as the official newspaper as presented. Jason Sevy seconded the motion. Motion carried.

Dr. Harold Nevill made the recommendation that the Board approve Wells Fargo, Caldwell Branch as COSSA’s authorized bank. Christy Tayler moved to approve Wells Fargo as COSSA’s authorized bank. Jennifer Brock seconded the motion. Motion carried.

Special Services Report

Special Education Director Diana Zigars made the recommendation that the

Board adopt the Idaho Special Education Manual (2016) as presented by the Idaho State Department of Education (SDE) and adopted by the State Board of Education (SBOE) on June 16, 2016. Christy Tayler moved to adopt the Idaho Special Education Manual (2016) as presented. Jennifer Brock seconded the motion. Motion carried.

Administrative Report No additions to the submitted reports.

Career & Technical/COSSA Academy Report No additions to the submitted reports.

Short-Term Training Report No additions to the submitted reports.

COSSA BOARD POLICIES

Policies – First Reading First reading was held on the 2016-2017 Teacher-Student-Parent Handbook (Annual Revision). Christy Tayler moved to bring the 2016-2017 Teacher-Student-Parent Handbook revision back for a second reading. Jennifer Brock seconded the motion. Motion carried.

First reading was held on Policy 322 – Leadership Premiums. It was recommended by the Board that there be more detail and criteria presented on the second reading when it is brought back to the Board. Christy Tayler moved to bring Policy 322 – Leadership Premiums back for a second reading with the recommended changes. Jennifer Brock seconded the motion. Motion carried.

First reading was held on Policy 323 – Certified Staff Evaluation. Christy Tayler moved to bring Policy 323 – Certified Staff Evaluation back for a second reading. Jennifer Brock seconded the motion. Motion carried.

First reading was held on Policy 324 – Administrator Evaluation. It was recommended that the word “Principal” be changed to “Administrator” when it is brought back to the Board. Christy Tayler moved to bring Policy 324 – Administrator Evaluation back for a second reading. Jennifer Brock seconded the motion. Motion carried.

Policies – Second Reading Second reading was held on the 2016-2017 Personnel Handbook (Annual Revision). Christy Tayler moved to adopt the 2016-2017 Personnel Handbook revision as presented. Jennifer Brock seconded the motion. Motion carried.

Second reading was held on the 2016-2017 Strategic Plan (Annual Revision). Christy Tayler moved to adopt the 2016-2017 Strategic Plan revision as presented. Jennifer Brock seconded the motion. Motion carried.

PERSONNEL

Diana Zigars asked the Board to ratify her hire of Kimberly Fleshman, Special Education Teacher, on an Alternate Route to Certification for the 2016-2017 school year as she was previously on an Alternate Route through the ABCTE program and will now be enrolled in a program with a university. Jennifer

Brock moved to ratify the hire of Kimberly Fleshman as presented. Jason Sevy seconded the motion. Motion carried.

Diana Zigars asked the Board to ratify her hire of Nikki Sorrell, Special Education Assistant. Jennifer Brock moved to ratify the hire of Nikki Sorrell as presented. Jason Sevy seconded the motion. Motion carried.

Diana Zigars asked the Board to ratify her acceptance of resignation from Courtney Murri, Special Education Assistant. Jennifer Brock moved to ratify the acceptance of resignation from Courtney Murri as presented. Jason Sevy seconded the motion. Motion carried.

**BOARD REQUESTS
TO ADMINISTRATION**

No further requests by the Board other than those mentioned above.

ADJOURNMENT

Craig Woods moved to adjourn the meeting at 9:51 p.m. Christy Tayler seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk