

APPROVED DECEMBER 16, 2019

**Board of Trustees  
Regular Meeting Minutes  
Monday, November 18, 2019**

**A. Call Board of Trustee Meeting to Order**

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

Jeff Dillon	Superintendent	Wilder
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; Jennifer Brock, Notus Trustee; and Shane Muir, Homedale Trustee.

Guests: Joetta Fulgenzi, CEA/Special Olympics Representative; Patricia Frahm, COSSA Academy Teacher; and David Brinkman, ISBA.

**B. Agenda Action Items**

- a. Approval of Agenda** – Jeff Dillon moved to approve the agenda as presented. Norm Stewart seconded the motion. Motion carried.
- b. Approval of the Consent Agenda** – Robert Vian moved to approve the consent agenda as presented. Rob Sauer seconded the motion. Motion carried
- i. Board Minutes**
- 1. October 21, 2019 Regular Minutes** - as presented
  - 2. November 4, 2019 Special Minutes** – as presented
- ii. Bill Schedule (November 18, 2019)** – as presented
- iii. Personnel Report (November 18, 2019)** – as presented
- iv. Obsolete and/or Transferred Items (November 18, 2019)** – as presented

**C. Information Items/Reports**

- a. Old Business** - None at this time

- b. **COSSA Education Association Representative (Joetta Fulgenzi)** – CEA/COSSA Holiday Party will be Wednesday, December 18, 2019 in the CRTEC Café.
- c. **Business Office Report (Dawnita Tincher)** – no additions to the submitted reports
- d. **Special Services Report (Loretta Hayslip)** – no additions to the submitted reports
- e. **COSSA Administration Report (Dr. Nevill)**
  - i. **2019-2020 Academy Enrollment To-date** – Dr. Nevill stated that as of today the Academy has a total of 136 students.
  - ii. **2019-2020 CTE Course Enrollment To-date** – Dr. Nevill stated that as of today the CTE classes have a total of 201 students
- f. **Career & Technical Education Report (John Montana)** - no report submitted this month.
- g. **Maintenance/Facilities (John Bechtel)** – no additions to the submitted reports
- h. **Food Service Report (April McPherson)** – no additions to the submitted reports
- i. **Academy Remediation/ISS (Donna Benjamin)** – no additions to the submitted reports
- j. **Transportation (Billie Hiser)** - no report submitted this month.
- k. **Information Technology – IT (Patricia Frahm)** – no additions to the submitted reports
- l. **Short-Term Training (Charles Abel)** – no additions to the submitted reports

**D. Old Business - Action Items**

- a. **Revised 19-20 Preschool Student Calendar (Loretta Hayslip)** – Robert Godina moved to approve the revised 2019-2020 Preschool Student Calendar as presented. Norm Stewart seconded the motion. Motion carried.
- b. **Revised 19-20 Preschool Staff Calendar (Loretta Hayslip)** – Jeff Dillon moved to approve the revised 2019-2020 Preschool Staff Calendar as presented. Rob Sauer seconded the motion. Motion carried.
- c. **New or Revised Board Policies – Second Reading (Dr. Nevill)** - motions as follows:
  - i. **Instructional Procedures Manual (Revised)** – Robert Vian moved to approve the revised Instructional Procedures Manual upon second reading. Robert Godina seconded the motion. Motion carried.
  - ii. **CTE Course Description Manual (Revised)** – Robert Vian moved to approve the revised CTE Course Description Manual upon second reading. Norm Stewart seconded the motion. Motion carried.

**E. New Business - Action Items**

- a. **New or Revised Board Policies – First Reading (Dr. Nevill)** - motions as follows:
  - i. **Administrative Forms Manual (Revised)** – Norm Stewart moved to approve the Administrative Forms Manual upon first reading. Jeff Dillon seconded the motion. Motion carried.
- b. **257 IDEA School Age Budget Proposal (Loretta Hayslip)** – Robert Godina moved to approve the 2019-2020 257 IDEA School Age Budget as presented. Robert Vian seconded the motion. Motion carried.
- c. **258 IDEA Preschool Budget Proposal (Loretta Hayslip)** – Robert Godina moved to approve the 2019-2020 258 IDEA Preschool Budget as presented. Robert Vian seconded the motion. Motion carried.

- F. **Executive Session** – Chairman 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 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 and the examination of records exempt from public disclosure as allowed by Idaho Code 74-206 (1)(b)(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- 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 6:30 p.m. on the 18th day of November 2019 at the COSSA office board room, Wilder, Idaho to consider executive session issues as authorized by Section 74-206(1)(b)(d), Jeff Dillon, Robert Vian, Jim Norton, Jason Sevy, Norm Stewart, Rob Stewart, and Harold Nevill were present at the Executive Session. The Board then entered into discussion of the matter for which the Executive Session was held. Witnesses with testimony germane to the matter for which the Executive Session was held were called as necessary.

There being no further discussion concerning the subject matter of the Executive Session, at 7:24 p.m. Chairman Sevy reconvened into open session

**G. Executive Session Action Items**

a. No decisions were made.

**H. Board Request to Administration – None at this time**

**I. Adjourn –** Jim Norton moved to adjourn the meeting at 7:25 pm. Norm Stewart seconded the motion. Motion carried.

Respectfully Submitted,

Dawnita Tincher, Clerk