

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 SEPTEMBER 21, 2015

Minutes of the Regular Meeting of the Board of Trustees
August 17, 2015

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:06 p.m. by Outgoing Vice Chairman Betty Ackerman at the COSSA office board room. The following persons were in attendance:

Jeff Dillon	Superintendent	Wilder
Craig Woods	Superintendent	Notus
Jim Norton	Superintendent	Parma
Norm Stewart	Superintendent	Marsing
Rob Sauer	Superintendent	Homedale
Robert Godina	Trustee	Parma
Betty Ackerman	Outgoing Trustee; Vice Chairman	Marsing
Shelley Shenk	Trustee	Homedale
Harold Nevill	CEO/CRTEC Campus Director	COSSA
Diana Zigars	Special Education Director	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

Not Present: Christy Tayler, Wilder Trustee; Jennifer Brock, Notus Trustee; and Michael Lankow, Marsing Trustee.

Guests: Krisie Dorsey, CRTEC Short Term Training Coordinator; Sonny Sarceda, Outgoing Trustee/Chairman, and Mrs. Sarceda.

Acting Chariman Betty Ackerman presented Outgoing Trustee/Chairman Sonny Sarceda with a plaque in recognition for his years of service to patrons, students, and staff of Canyon-Owyhee School Service Agency.

APPROVE AGENDA

Craig Woods moved to approve the agenda as presented. Shelley Shenk seconded the motion. Motion carried.

APPROVE MINUTES

Robert Godina moved to approve the minutes for the regular board meeting on July 20, 2015 as presented. Shelley Shenk seconded the Motion. Motion

carried.

BILL SCHEDULE

Jeff Dillon moved to approve the bill schedule as presented. Robert Godina seconded the motion. Motion carried.

PERSONNEL REPORT

Special Education

Craig Woods moved to ratify the hire of Charlyn Reece, Speech/Language Pathologist, by Special Education Director Diana Zigars. Robert Godina seconded the motion. Motion carried.

Craig Woods moved to ratify the hire of Delphine Kampe, Special Education Assistant Long Term Substitute, by Special Education Director Diana Zigars. Robert Godina seconded the motion. Motion carried.

Academy/PTE

Craig Woods moved to ratify the hire of Kayanne Pope, Food Service Supervisor, by CEO Dr. Harold Nevill. Robert Godina seconded the motion. Motion carried.

OLD BUSINESS

Board Elections

Former Vice Chairman Betty Ackerman opened nominations for Chairman of the Board. Craig Woods nominated Robert Godina for Chairman of the Board. Shelley Shenk seconded the nomination. Seeing no objections Robert Godina was elected as the Chairman of the Board for the 2015-2016 school year.

Robert Godina opened nominations for Vice Chairman of the Board. Shelley Shenk nominated Jennifer Brock for Vice Chairman of the Board. Norm Stewart seconded the nomination. Seeing no objection Jennifer Brock was elected as the Vice Chairman of the Board for the 2015-2016 school year.

Rob Sauer moved to ratify the signature by the former Board Vice-Chairman on accounts payable checks issued after the regular July Board meeting and to allow the same for checks issued and approved at the August meeting. Craig Woods seconded the motion. Motion carried.

Rob Sauer moved to ratify the signature by the former Board Vice-Chairman on certified employee contracts for the 2015-2016 school year issued after the regular June meeting. Craig Woods seconded the motion. Motion carried.

Rob Sauer moved to ratify the signature by Board member Robert Godina on the letter of probation the Board issued to a certified COSSA employee after the regular July meeting. Craig Woods seconded the motion. Motion carried.

CEO Evaluation

Craig Woods moved to approve the CEO Evaluation as written. Jeff Dillon seconded the motion. Motion carried. A copy of the evaluation will be placed in Dr. Nevill's personnel file as required by Idaho code.

NEW BUSINESS

CEA	No additions to the submitted reports.
Business Office	No additions to the submitted reports.
Special Services Report	No additions to the submitted reports.
Administrative /Professional- Technical/COSSA Academy Report	No additions to the submitted reports.

COSSA BOARD POLICIES

Policies – First Reading	First Reading was held on Policy 111 – Parental Rights. Jeff Dillon moved to bring Policy 111 – Parental Rights back for a second reading. Craig Woods seconded the motion. Motion carried. First Reading was held on Policy 206 – Wellness Policy. Jeff Dillon moved to bring Policy 206 – Wellness Policy back for a second reading. Craig Woods seconded the motion. Motion carried. First Reading was held on the CRTEC Emergency Procedures Manual. Jeff Dillon moved to bring the CRTEC Emergency Procedures Manual back for a second reading. Craig Woods seconded the motion. Motion carried.
Policies – Second Reading	Second Reading was held on the 2015-2016 Personnel Handbook. Jeff Dillon moved to adopt the 2015-2016 Personnel Handbook as presented. Craig Woods seconded the motion. Motion carried. Second Reading was held on the 2015-2016 PTE Course Description Manual. Jeff Dillon moved to adopt the 2015-2016 PTE Course Description Manual as presented. Craig Woods seconded the motion. Motion carried. Second Reading was held on the 2015-2016 Substitute Manual. Jeff Dillon moved to adopt the 2015-2016 Substitute Manual as presented. Craig Woods seconded the motion. Motion carried. Second Reading was held on the 2015-2016 Live Work Manual. Jeff Dillon moved to adopt the 2015-2016 Live Work Manual as presented. Craig Woods seconded the motion. Motion carried. Second Reading was held on the 2015-2016 Strategic Plan. Jeff Dillon moved to adopt the 2015-2016 Strategic Plan as presented. Craig Woods seconded the motion. Motion carried. Second Reading was held on Policy 309 – Sick Leave Bank. Jeff Dillon moved to adopt Policy 309 – Sick Leave Bank as presented. Craig Woods seconded the motion. Motion carried.

Second Reading was held on Policy 322 – Leadership Premiums. Jeff Dillon moved to adopt Policy 322 – Leadership Premiums as presented. Craig Woods seconded the motion. Motion carried.

Second Reading was held on Policy 323 – Certified Staff Evaluation. Jeff Dillon moved to adopt Policy 323 – Certified Staff Evaluation as presented second reading. Craig Woods seconded the motion. Motion carried.

Second Reading was held on Policy 324 – Administrator Evaluation. Jeff Dillon moved to adopt Policy 324 – Administrator Evaluation as presented. Craig Woods seconded the motion. Motion carried.

Jeff Dillon left at this time.

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 as allowed by Idaho Code 67-2345 (1)(b). After a full and complete discussion upon motion duly made by Craig Woods and seconded by Rob Sauer the following resolution was presented:

Be it resolved that the Board of Trustees of the Canyon-Owyhee School Service Agency recessed from a public meeting into executive session pursuant to Section 67-2345 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 67-2345 (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-Not Present, Notus-Aye, Parma - Aye, Marsing- Aye, Homedale-Aye, 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 67-2345 Idaho Code, directly thereupon convened into an executive session at 7:27 p.m. on the 17th day of August 2015 at the COSSA office board room, Wilder, Idaho in order to consider personnel and student issues as authorized by Section 67-2345(1)(b), Rob Sauer, Norm Stewart, Jim Norton, Craig Woods, Shelley Shenk, Robert Godina, Dr. Harold Nevill, Diana Zigers and Dawnita Tincher 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 7:27 p.m. Shelley Shenk moved to reconvene into open session.

Norm Stewart seconded the motion. Motion carried.

Craig Woods moved to allow “Student 2015-07” into COSSA Academy for the 2015-2016 school year. Said student would be placed on a strict behavioral contract. Rob Sauer seconded the motion. Motion carried.

ADJOURNMENT

Chairman Robert Godina adjourned the meeting at 7:28 p.m.

Respectfully submitted,

Dawnita Tinchler, Clerk