

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 APRIL 16, 2018

Minutes of the Regular Meeting of the Board of Trustees
March 19, 2018

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:00 p.m. by Chairman Robert Godina at the COSSA office board room. The following persons were in attendance:

Craig Woods	Superintendent	Notus
Robert Godina	Trustee; Chairman	Parma
Jason Sevy	Trustee	Marsing
Norm Stewart	Superintendent	Marsing
Rob Sauer	Superintendent	Homedale
Dr. Harold Nevill	COSSA CEO	COSSA
Diana Zigars	Special Education Director	COSSA
Greg Hale	CA Principal/CTE Coordinator	COSSA
	CRTEC Campus Director	
Deborah Downing	Short-Term Training Coordinator	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

Not Present: Christy Tayler, Wilder Trustee; Jeff Dillon, Wilder Superintendent; Barbara Skogsberg, Notus Trustee/Vice Chairman; Jim Norton, Parma Superintendent; and Shelley Shenk, Homedale Trustee.

Guests: Isaac Moffett, COSSA Academy Teacher/Administration Intern; Juan Garcia, COSSA Academy Teacher/Interpreter; “Student 2018-6” parents; and “Student 2018-7” and guardians.

APPROVE AGENDA

Dr. Harold Nevill asked the Board to add under J.2. the ratification of acceptance of retirement resignation received on Monday, March 19, 2018 and the adding of an obsolete equipment list under H.4., as a bid was received for one of the objects with a limited timeframe to accept. Craig Woods moved to approve the agenda with the additions as requested above. Jason Sevy 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 upon motion duly made by Jason Sevy and seconded by Craig Woods 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- 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 74-206 Idaho Code, directly thereupon convened into an executive session at 6:24 p.m. on the 19th day of March 2018 at the COSSA office board room, Wilder, Idaho to consider personnel and student issues as authorized by Section 74-206(1)(b) &(d), Craig Woods, Robert Godina, Jason Sevy, Norm Stewart, Rob Sauer, Dr. Harold Nevill, Diana Zigars, Greg Hale, Dawnita Tincher, Isaac Moffett, Juan Garcia, John Carlisle (on the phone), “Student 2018-6” parents, and “Student 2018-7” and parents 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 7:06 p.m. Chairman Godina reconvened into open session

**EXECUTIVE SESSION
ACTION(S)**

Jason Sevy moved to deny admittance of “Student 2018-6” to COSSA Academy. Craig Woods seconded the motion. Motion carried.

Craig Woods moved to readmit “Student 2018-7” into COSSA Academy. Rob Sauer seconded the motion. Motion carried.

APPROVE MINUTES

Jason Sevy moved to approve the Regular Meeting Minutes of February 20, 2018 as presented. Craig Woods seconded the motion. Motion carried.

BILL SCHEDULE

Jason Sevy moved to approve the bill schedule as presented. Craig Woods seconded the motion. Motion carried.

OLD BUSINESS

No old business this meeting.

NEW BUSINESS

- CEA No additions to the submitted reports.
- Business Office Discussion was held on the preliminary budget formula projection sheets for the 2018-2019 Special Education/Administration (100) budget and the Career/Technical Cooperative (259) budget. No decisions were made.
- Craig Woods moved to approve the Independent Audit engagement letter for Fiscal Years 2017, 2018, and 2019 as presented. Jason Sevy seconded the motion. Motion carried.
- Discussion was held on the proposed 2018-2019 Career Ladder and the 2018-2019 Classified Staff Pay Schedule. Craig Woods moved to have Dawnita Tincher, Business Manager, use the proposed schedules when figuring 2018-2019 budgets. Rob Sauer seconded the motion. Motion Carried.
- Special Services Report No additions to the submitted reports.
- Administrative Report Rob Sauer moved to have Dr. Nevill send the proposed letter to the Wilder Planning & Zoning Commission on behalf of the COSSA Board of Trustees regarding a proposed multi-family to be built directly northwest of the intersection of Penny and COSSA Lanes. Craig Woods seconded the motion. Motion carried.
- Dr. Nevill asked the Board to approve a list of items as obsolete for disposal. Jason Sevy moved to approve the list as presented. Rob Sauer seconded the motion. Motion carried.
- Career & Technical/CRTEC 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 Policy 323 – Certified Evaluations (Revision). Rob Sauer moved to approve Policy 323 – Certified Evaluations (Revision) upon first reading. Craig Woods seconded the motion. Motion carried.
- First Reading was held on Policy 309– Sick Leave Bank (Revision). Rob Sauer moved to send Policy 309 – Sick Leave Bank (Revision) to a second reading. Jason Sevy seconded the motion. Motion carried.
- First Reading was held on the Student Council Handbook (Revision). Rob Sauer moved to send the Student Council Handbook (Revision) to a second reading. Jason Sevy seconded the motion. Motion carried.
- Policies – Second Reading No second readings this meeting.

PERSONNEL

Rob Sauer moved to ratify the hire of Kaley Beverlin, Special Education Assistant, by Special Education Director Diana Zigars as presented. Craig Woods seconded the motion. Motion carried.

Jason Sevy moved to accept the resignation and retirement of Special Education Director Diana Zigars at the end of the 2017-2018 school year. Craig Woods seconded the motion. Motion carried.

**BOARD REQUESTS
TO ADMINISTRATION**

No further requests by the Board at this time.

ADJOURNMENT

Jason Sevy moved to adjourn the meeting at 7:56 p.m. Craig Woods seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk