

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 18, 2014

Minutes of the Regular Meeting of the Board of Trustees
July 21, 2014

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 Sonny Sarceda at the COSSA office board room. The following persons were in attendance:

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

Not Present: Rob Sauer, Homedale Superintendent; Norm Stewart, Marsing Superintendent and Jennifer Brock, Notus Trustee.

Guests: Jeb Bechtel, COSSA Maintenance Employee; Matt Rehl, CRTEC PTE/Short Term Training Coordinator; Bonnie Ramsey, CRTEC Culinary Arts Instructor; "Student 2014-01" and parent.

APPROVE AGENDA

Dr. Harold Nevill asked to have added a new item #B1 the annual meeting and the restructuring of the COSSA Board of Trustees, and #2 under Old Business an update regarding the insulation in the CRTEC building. Betty Ackerman moved to approve the agenda with changes as presented. Jim Norton seconded the motion. Motion carried.

ANNUAL MEETING

Chairman Sonny Sarceda opened nominations for Chairman of the Board. Betty Ackerman nominated Sonny Sarceda for Chairman of the Board. Robert Godina seconded the nomination. Seeing no objections Sonny Sarceda was elected as the Chairman of the Board for the 2014-2015 school year.

Sonny Sarceda opened nominations for Vice-Chairman of the Board. Craig

Woods nominated Betty Ackerman for Vice-Chairman of the Board. Robert Godina seconded the nomination. Seeing no objections Betty Ackerman was elected as Vice-Chairman of the Board for the 2014-2015 school year.

Sonny Sarceda opened nominations for Clerk of the Board. Betty Ackerman nominated Dawnita Tincher for Clerk of the Board. Robert Godina seconded the nomination. Seeing no objections Dawnita Tincher was elected as Clerk of the Board for the 2014-2015 school year.

Craig Woods moved that the posting sites for the COSSA Board of Trustees meetings be the Wilder Post Office, COSSA Regional Technology and Education Center and the COSSA Website (www.cossaschools.org). Betty Ackerman seconded the motion. Motion carried.

Betty Ackerman moved that Wells Fargo (Caldwell Branch) remain the official bank for the main account for Canyon-Owyhee School Service Agency. Craig Woods seconded the motion. Motion carried.

Betty Ackerman moved that the Idaho Press Tribune remain the main paper for legal postings for Canyon-Owyhee School Service Agency. Craig Woods seconded the motion. Motion carried.

APPROVE MINUTES

Craig Woods moved to approve the regular minutes of June 16th, 2014 as presented. Jeff Dillon seconded the motion. Motion carried.

Craig Woods moved to approve the special minutes of June 19th, 2014 as presented. Jeff Dillon seconded the motion. Motion carried.

BILL SCHEDULE

Craig Woods moved to approve the June 30, 2014 bill schedule and the July bill schedule as presented. Robert Godina seconded the motion. Motion carried.

PERSONNEL REPORT

Craig Woods moved to ratify the hire of Cynthia Eden as Gifted & Talented Facilitator by Special Education Director Diana Zigars. Mrs. Eden will be placed on an Alternate Route to Certification as approved at the May 19, 2014 board meeting and will work as the Gifted & Talented Facilitator for the 2014-2015 school year. Betty Ackerman seconded the motion. Motion carried.

Craig Woods moved to ratify the hire of Denece Whitley and Julie Folger by Special Education Director Diana Zigars as Special Education Assistants for the 2014-2015 school year. Betty Ackerman seconded the motion. Motion carried.

Betty Ackerman moved to accept the resignation of EMT Instructor Lisa Rittenhouse as presented. Jeff Dillon seconded the motion. Motion carried.

Betty Ackerman moved that the Board declare a Declaration of Emergency to seek alternate route applications for the vacant Certified Special Education Teacher position. Robert Godina seconded the motion. Motion carried.

OLD BUSINESS

- Greenleaf Property Dr. Harold Nevill informed the Board of Trustees that we had received a cash offer of \$130,000 on the old office building at 20567 Whittier Drive, Greenleaf, Idaho 83626 and that his plan was to accept said offer on behalf of the board.
- CRTEC Insulation Dr. Harold Nevill informed the Board of Trustees that the insulation project of the interior walls at the CRTEC facility had been completed and had come in under budget.

NEW BUSINESS

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

COSSA BOARD POLICIES

- Policies – First Reading First Reading was held on Personnel Handbook & the CRTEC 2014-2015 Teacher-Student-Parent Handbook and Policy Manual. Betty Ackerman made the motion to have Dr. Nevill make changes to both the Personnel Handbook & the CRTEC 2014-2015 Teacher-Student-Parent Handbook and Policy Manual and then send it out electronically for the board members to approve through email. Jeff Dillon seconded the motion. Motion carried.
- Policies – Second Reading No policies to review for second reading this month.

EXECUTIVE SESSION

Chairman Sonny Sarceda announced that the next order of business would be Executive Session to consider the hiring of a public officer, employee, staff member or individual agent and/or 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)(a) & (b). After a full and complete discussion upon motion duly made by Betty Ackerman and seconded by Robert Godina 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 hiring of a public officer, employee, staff member or individual agent and/or 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)(a) & (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 Sarceda 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 7:14 p.m. on the 21st day of July 2014 at the COSSA office board room, Wilder, Idaho in order to consider personnel and student issues as authorized by Section 67-2345(1)(a) & (b), Jim Norton, Jeff Dillon, Craig Woods, Shelley Shenk, Betty Ackerman, Robert Godina, Sonny Sarceda, Dr. Harold Nevill, Diana Zigars 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 7:59 p.m. Betty Ackerman made the motion to reconvene into open session. Jeff Dillon Seconded the motion. Motion carried.

Jeff Dillon moved to allow "Student 2014-01" to attend COSSA Academy for the 2014-2015 school year while being placed on a behavior contract. Shelly Shenk seconded the motion. Motion carried.

Jim Norton moved to place "Employee 2014-A" on probation for a length of time to be determined by the Executive Director and COSSA Administration. The terms and conditions need to be consistent with code and documented in the Terms of Probation Notice to "Employee 2014-A". Betty Ackerman seconded the motion. Motion carried.

ADJOURNMENT

Betty Ackerman made the motion to adjourn the meeting at 8:01 pm. Robert Godina seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk