

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 FEBRUARY 20, 2018

Minutes of the Regular Meeting of the Board of Trustees
January 16, 2018

Dinner was presented and served before the meeting was called to order by the Culinary Arts program.

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:01 p.m. by Acting Chairman Jason Sevy at the COSSA office board room. The following persons were in attendance:

Jeff Dillon	Superintendent	Wilder
Craig Woods	Superintendent	Notus
Jim Norton	Superintendent	Parma
Jason Sevy	Trustee	Marsing
Norm Stewart	Superintendent	Marsing
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 Taylor, Wilder Trustee; Barbara Skogsberg, Notus Trustee/Vice Chairman; Robert Godina, Parma Trustee/Chairman; Rob Sauer, Homedale Superintendent; and Shelley Shenk, Homedale Trustee.

Guests: Student 2018-1 Parents.

Dinner was presented and served by the Culinary Arts program.

APPROVE AGENDA

Jim Norton moved to approve the agenda as presented. Craig Woods seconded the motion. Motion carried.

EXECUTIVE SESSION

Acting Chairman Jason 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 Craig Woods 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 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- Aye, Notus- Aye, Parma – Aye, Marsing- Aye, Homedale- Not Present, Acting 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 6:02 p.m. on the 16th day of January 2018 at the COSSA office board room, Wilder, Idaho to consider personnel and student issues as authorized by Section 74-206(1)(b) &(d), Jeff Dillon, Craig Woods, Jim Norton, Jason Sevy, Norm Stewart, Dr. Harold Nevill, Diana Zigars, Greg Hale, Dawnita Tincher, and “Student 2018-1” 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 7:01 p.m. Acting Chairman Sevy reconvened into open session

**EXECUTIVE SESSION
ACTION(S)**

Jim Norton moved to deny “Student 2018-1” enrollment into COSSA Academy. Jeff Dillon seconded the motion. Motion carried.

APPROVE MINUTES

Jim Norton moved to approve the Regular Meeting Minutes of December 18, 2017 as presented. Craig Woods seconded the motion. Motion carried.

BILL SCHEDULE

Jeff Dillon moved to approve the bill schedule as presented. Craig Woods seconded the motion. Motion carried.

OLD BUSINESS

The COSSA 17-18 Strategic Plan, as approved by the COSSA Board on July 17, 2017, was rejected in December by the SDE. Although the template for the Strategic Plan that appears on the SDE website stresses that local Boards can choose the measures they want to monitor, the evaluator insists that COSSA must include specific measures identified by the SDE. These measures have been added to the COSSA 17-18 Strategic Plan, which will be presented for first reading under “Policies”.

COSSA received three bids in response to the RFP that was released in cooperation with the SDE IT staff, requesting service for 350-500 Mbps to the CRTEC facility. The COSSA IT team reviewed all three bids, scored them in accordance with the approved scoring rubric, and recommends the Board approve the lowest-cost bid from Tek-Hut. Dr. Harold Nevill passed out the minutes showing the scoring results from the COSSA IT team. Jim Norton moved to approve the bid from Tek-Hut as presented and allow COSSA to sign their contract and move forward with the upgrade process. Craig Woods seconded the motion. Motion carried.

NEW BUSINESS

- CEA No additions to the submitted reports.
- Business Office Jeff Dillon asked that the Business Manager research why the fund balance line item in the Medicaid (238) account is showing activity in the year-to-date column. The Business Manager will research and contact 2M Data and report at next meeting.
- Special Services Report No additions to the submitted reports.
- Administrative Report Dr. Nevill requested that due to both the Chairman and Vice Chairman not being present that he be allowed to sign the accounts payable checks for January. Craig Woods moved to approve the above recommendation as presented. Norm Stewart seconded the motion. Motion carried.
- Dr. Nevill discussed with the Board the need for a water-softening system at the CRTEC facility and recommended that the Board approve the use of the remaining funds from the insurance settlement to pay for this new system. Jeff Dillon moved to approve the purchase of the water-softening system from Culigan Water as they were the lowest bid. Jim Norton seconded the motion. Motion carried.
- Career & Technical/CRTEC No additions to the submitted reports.
- Short-Term Training Report No additions to submitted reports.

COSSA BOARD POLICIES

- Policies – First Reading First Reading was held on the COSSA 17-18 Strategic Plan (Revision). Jim Norton moved to approve the COSSA 17-18 Strategic Plan upon first reading. Craig Woods seconded the motion. Motion carried.
- First Reading was held on the Teacher-Student-Parent Handbook (Revision). Jim Norton moved to bring back the Teacher-Student-Parent Handbook (Revision) for a second reading. Craig Woods seconded the motion. Motion carried.

Policies – Second Reading

No policies to review for second reading this month.

PERSONNEL

Craig Woods moved to ratify the acceptance of resignation from Courtney Jayne, Special Education Assistant, by Special Education Director Diana Zigars as presented. Norm Stewart seconded the motion. Motion carried.

Craig Woods moved to ratify the termination of “Employee A” by Special Education Director Diana Zigars as presented. Norm Stewart seconded the motion. Motion carried.

**BOARD REQUESTS
TO ADMINISTRATION**

No further requests by the Board at this time.

ADJOURNMENT

Acting Chariman Jason Sevy adjourned the meeting at 7:34 p.m.

Respectfully submitted,

Dawnita Tincher, Clerk