

**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  
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**APPROVED APRIL 18, 2016**

Minutes of the Regular Meeting of the Board of Trustees  
March 17, 2016

**CALL TO ORDER**

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 4:00 p.m. by Chairman Robert Godina at the CRTEC Conference Room. The following persons were in attendance:

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

Guests: Kristie Dorsey, CRTEC Short Term Training Coordinator; "Student 2016-15" and grandparent and sister, and "Student 2016-16" and parent.

**APPROVE AGENDA**

Presented agenda approved by unanimous consent.

**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 74-206 (1)(b). After a full and complete discussion 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). 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- Not Present, 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 4:02 p.m. on the 17<sup>th</sup> day of March 2016 at the COSSA office board room, Wilder, Idaho in order to consider personnel and student issues as authorized by Section 74-206(1)(b), Barbara Skogsberg, Craig Woods, Robert Godina, Norm Stewart, Dr. Harold Nevill, Diana Zigars, Dawnita Tinchier, “Student 2016-15” and grandparent and sister, and “Student 2016-16” and parent were present at the Executive Session. The Board then entered into discussion of the matter for which the Executive Session was held.

Jeff Dillon arrived at 4:06 pm

Rob Sauer arrived at 4:20 pm

There being no further discussion concerning the subject matter of the Executive Session at 4:32 p.m. Rob Sauer moved to reconvene into open session. Craig Woods seconded the motion. Motion carried.

#### **EXECUTIVE SESSION - ACTION(S)**

Norm Stewart moved to expel “Student 2016-15” from COSSA Academy for one calendar year. Craig Woods seconded the motion. Motion carried

Norm Stewart moved to expel “Student 2016-16” from COSSA Academy until the beginning of the 2016-2017 school year. Craig Woods seconded the motion. Motion carried.

#### **APPROVE MINUTES**

Barbara Skogsberg moved to approve the minutes for the regular Board meeting of February 16, 2016 as corrected. Rob Sauer seconded the motion. Motion carried.

Norm Stewart moved to approve the minutes for the special Board meeting of March 7, 2016 as presented. Jeff Dillon seconded the motion. Motion carried.

#### **BILL SCHEDULE**

Jeff Dillon moved to approve the bill schedule as presented. Barbara Skogsberg seconded the motion. Motion carried.

#### **OLD BUSINESS**

AP English Proposal

Darlene Hotchkiss has commitment from Parma and COSSA Academy. No decisions were made.

New Academy Hire	Dr. Nevill stated that the CRTEC staff has completed pre-screening of applicants and that final screening is being turned over to the Board. The Board decided that Craig Woods would represent the Board in the second round of interviews to be conducted on March 28, 2016. No decisions were made.
COSSA Academy Calendar 2016-2017	Dr. Nevill presented the Board with a 4-day per week calendar, with one Friday added per month, for approval for COSSA Academy for the 2016-2017 school year. Jeff Dillon asked to have an ADA report pulled from Power School showing the drop in ADA due to the added Fridays. No decisions were made.
Dropout Prevention Class	At the February, 2016 Board meeting the Board requested information on the syllabus for the Dropout Prevention Class. Dr. Nevill stated that upon researching the class he found that it was indeed being conducted wrong but that the teacher who was conducting the class is no longer an employee through COSSA Academy and that the Dropout Prevention Class will be conducted correctly from here on out.
Additional Staff Allocation (BA+24, MA)	Dr. Nevill asked the Board to approve a resolution allowing COSSA to pay their teachers who have a BA+24 or MA. The Board asked to be given the calculations of salaries and benefits that would be needed by COSSA to do this if only Parma & Marsing sent COSSA the money. The Board took no action at this time.

## **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	No policies to review for first reading this month.
Policies – Second Reading	No policies to review for first reading this month.
Policies – Third Reading	Third reading was held on the Job Description & Duties Manual. Rob Sauer moved to approve the Job Description & Duties Manual as presented. Norm Stewart seconded the motion. Motion carried.

## **PERSONEL**

Dr. Nevill asked the board to ratify his hire of Anna Liza Bechtel as an Academy Day Care Assistant. Jeff Dillon moved to ratify the hire by Dr. Nevill as presented. Craig Woods seconded the motion. Motion carried.

Dr. Nevill asked the board to ratify his hire of Ruby Walgamott as the Culinary Arts Instructor. Jeff Dillon moved to ratify the hire by Dr. Nevill as presented. Craig Woods seconded the motion. Motion carried.

Dr. Nevill asked the board to make changes in assignment and salary: effective July 1, 2016. Dr. Nevill would go from full-time CEO, Principal, and CTE Coordinator to half-time CEO; with a subsequent reduction in salary. Adjusting salary to \$60,000 per year; so at half-time Dr. Nevill will make \$30,000 per year. Dr. Nevill agrees to receive no health benefits for the 2016-2017 school year. This change will allow the hiring of a Principal/CTE Coordinator with little additional expense. Jeff Dillon moved to accept the proposed changes in assignment and salary as presented. Craig Woods seconded the motion. Motion carried.

**BOARD REQUESTS  
TO ADMINISTRATION**

No further request by the Board than those mentioned above.

**ADJOURNMENT**

Craig Woods moved to adjourn the meeting at 6:06 p.m. Norm Stewart seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk