

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 APRIL 20, 2015

Minutes of the Regular Meeting of the Board of Trustees
March 16, 2015

CALL TO ORDER

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

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|-----------------|----------------------------|----------|
| Norm Stewart | Superintendent | Marsing |
| Jim Norton | Superintendent | Parma |
| Jeff Dillon | Superintendent | Wilder |
| Craig Woods | Superintendent | Notus |
| Shelley Shenk | Trustee | Homedale |
| Robert Godina | Trustee | Parma |
| Sonny Sarceda | Trustee; Chairman | Wilder |
| 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; Jennifer Brock, Notus Trustee; and Betty Ackerman, Marsing Trustee/Vice-Chairman.

Guests: Joetta Fulgenzi, CEA Representative; and Kristy Dorsey, Short-Term Training Coordinator.

APPROVE AGENDA

Special Education Director Diana Zigars asked to have added to the agenda under E. Personnel Report 1. Special Education: three resignations/retirements. Robert Godina moved to approve the agenda with the changes as presented. Craig Woods seconded the motion. Motion carried.

APPROVE MINUTES

Robert Godina moved to approve the regular minutes of February 17th, 2015 as presented. Craig Woods seconded the motion. Motion carried.

BILL SCHEDULE

Craig Woods moved to approve the bill schedule as presented. Norm Stewart seconded the motion. Motion carried.

PERSONNEL REPORT

Craig Woods moved to ratify the acceptance of the following resignations/retirements by Special Education Director Diana Zigars:

Resignation/Retirement – Debbie Delaney; Special Education Teacher
(Preschool)

Resignation/Retirement – Jeannie Beavers; Special Education Assistant
(Homedale Elementary Resource Room)

Resignation – Erin Shenk; Special Education Assistant
(Preschool)

Robert Godina seconded the motion. Motion carried.

OLD BUSINESS

CEO Evaluation

Discussion was held regarding the CEO Evaluation and the Academy Principal Evaluation. Dr. Nevill notified the Board that Clerk of the Board Dawnita Tincher had emailed the CEO Evaluation Form out to each of the Board members and is waiting for the returned forms from said members so that she can pass them on to the Chairman of the Board. As for the Academy Principal Evaluation the Board recommended that Dr. Nevill do a self-evaluation with goals that relate to teacher input and blend it with accreditation information and bring this back to the Board.

Attendance/Tardy

Discussion was held by the board regarding the attendance procedures at CRTEC and the Districts for Professional-Technical students. Craig Woods moved to approve the recommendation to split the AM & PM classes into three one hour periods for the 2015-2016 school year and to report Very Tardies, Tardies and Absences per 1 hour periods. Once a student gets over six absences as per reporting procedure they would lose their driving privileges or the equivalent of such until said student had earned the privilege back. Jeff Dillon seconded the motion. Motion carried.

NEW BUSINESS

CEA

Joetta Fulgenzi notified the Board that CEA scholarship applications will be coming out to districts soon.

Business Office

No additions to the submitted reports.

Special Services Report

Diana Zigars passed out a flyer from the GT Project Fair on March 14, 2015 and notified the Board that the fair went very well.

Administrative /Professional- Technical/COSSA Academy

Dr. Nevill introduced Kristy Dorsey, the new part-time Short-Term Training Coordinator to the Board. Mrs. Dorsey passed out a report with information pertaining to the Short-Term Training program.

Craig Woods moved to approve the scrapping of or sale of a 1999 cylinder head

tester from the Diesel program valued at over \$500 but less than \$1000. Robert Godina seconded the motion. Motion carried

Dr. Nevill notified the Board that the Note that COSSA was holding on the former Engineering building located in Homedale at 13 W. Idaho Avenue., Homedale, Idaho 83628 has been paid in full and will be posted to the balance sheet of the 410 account.

Discussion was held regarding the draft calendar for COSSA Academy for the 2015-2016 school year. The Board consensus was to remain on a 4-day week in the academy and a 5-day week for professional-technical classes.

COSSA BOARD POLICIES

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|---------------------------|---|
| Policies – First Reading | First Reading was held on the CRTEC Child Care Center Handbook. Craig Woods moved to adopt the CRTEC Child Care Center Handbook with changes as recommended . Norm Stewart seconded the motion. Motion carried. |
| Policies – Second Reading | Second Reading was held on the CRTEC Strategic Plan. Jeff Dillon moved to adopt the CRTEC Strategic Plan with changes as recommended. Robert Godina seconded the motion. Motion carried. |

Jim Norton left at this time.

EXECUTIVE SESSION

Chairman Sonny Sarceda 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 Chairman Sarceda presented the following resolution:

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-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 7:09 p.m. on the 16th day of March 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),

Norm Stewart, Jeff Dillon, Craig Woods, Shelley Shenk, 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 7:51 p.m. Robert Godina moved to reconvene into open session. Jeff Dillon seconded the motion. Motion carried.

Craig Woods moved to allow "Student 2015-06" to attend COSSA Academy for 4th quarter under a very restrictive attendance contract not having more than three unexcused absences. Jeff Dillon seconded the motion. Motion carried.

ADJOURNMENT

Chairman Sonny Sarceda adjourned the meeting at 7:53 pm.

Respectfully submitted,

Dawnita Tincher, Clerk