

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 FEBRUARY 16, 2016

Minutes of the Regular Meeting of the Board of Trustees
January 19, 2016

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:02 p.m. by Vice Chairman Jennifer Brock at the CRTEC Conference Room. The following persons were in attendance:

Christy Tayler	Trustee	Wilder
Jennifer Brock	Trustee/Vice Chairman	Notus
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: Jeff Dillon, Wilder Principal; Craig Woods, Notus Principal; Robert Godina, Parma Trustee/Chairman; Jim Norton, Parma Superintendent; Michael Lankow, Marsing Trustee; Shelley Shenk, Homedale Trustee.

Guests: Darlene Hotchkiss, Retired Teacher; Kristie Dorsey, CRTEC Short Term Training Coordinator; Joetta Fulgenzi, CEA Representative, "Student 2016-1" and parents, and "Student 2016-3" and parent.

APPROVE AGENDA

Presented agenda approved by unanimous consent.

AP ENGLISH

Former English Teacher Darlene Hotchkiss asked the Board to consider hiring her to teach AP English at CRTEC for the consortium. Discussion was held in regards to this proposal. The Board asked her to send them and each consortium high school a more detailed plan for this effort. No decisions were made.

Rob Sauer arrived at this time.

EXECUTIVE SESSION

Vice Chairman Jennifer Brock 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 upon motion duly made by Rob Sauer 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). 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 – Not Present, Marsing- Aye, Homedale-Aye, Vice Chairman Brock 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 6:19 p.m. on the 19th day of January 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), Christy Tayler, Jennifer Brock, Norm Stewart, Rob Sauer, Dr. Harold Nevill, Diana Zigars, and Dawnita Tinchier 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 6:48 p.m. Christy Tayler moved to reconvene into open session. Norm Stewart seconded the motion. Motion carried.

EXECUTIVE SESSION - ACTION(S)

Norm Stewart moved to expel “Student 2016-1” from COSSA Academy until the beginning of the 2016-2017 school year. Christy Tayler seconded the motion. Motion carried

Norm Stewart moved to expel “Student 2016-2” from COSSA Academy until the beginning of the 2016-2017 school year. Christy Tayler seconded the motion. Motion carried.

Norm Stewart moved to expel “Student 2016-3 from COSSA Academy until the beginning of the 2016-2017 school year. Christy Tayler seconded the motion. Motion carried.

APPROVE MINUTES

The presented Minutes for December 17, 2015 were approved by unanimous consent.

BILL SCHEDULE

Rob Sauer moved to approve the bill schedule as presented. Norm Stewart seconded the motion. Motion carried.

OLD BUSINESS

Annual Board Visits	Dr. Nevill has completed his annual visit to consortium Boards.
Academy ADA Growth	Dr. Nevill stated that COSSA Academy has over 140 students enrolled and that we are in the process of purchasing another 12-seat table for the cafeteria to bring total possible seating to 156 as the Fire Marshal limit in the cafeteria is 157. 14 students enrolled at the beginning of third quarter. COSSA Academy's average growth for fourth quarter is 17%. No decisions were made.
COSSA Academy online Classes	Dr. Nevill updated the Board on the number of Academy students who enrolled after the first week of third quarter and were involuntarily placed in an on-line class, and the number of students who voluntarily requested one or more on-line class(es). No decisions were made.
Additional Allocation (BA+24, MA)	No new information available this month. No decisions were made.
New Academy Hire Proposal	Dr. Nevill requested permission to research and advertise for the following two positions: (1) Classified – Intervention Specialist (to start immediately after hire) and (2) Principal and PTE Coordinator (to start in June, 2016). Vice Chairman Jennifer Brock requested that a cost scale for the greatest and least financial impact in regards to the Principal and PTE Coordinator position be created for the Board to look at in the future. Rob Sauer moved to allow Dr. Nevill to research and advertise for the proposed positions. Norm Stewart seconded the motion. Motion carried.
CRTEC Staff Development	Dr. Nevill updated the Board on CRTEC staff training that has been accomplished to-date. No decisions were made.
Food Service Audit	Dr. Nevill passed out a copy of the Administrative Review Report received from the National School Lunch Program Administrative Review done on November 30, 2015 by the State Department of Education. No decisions were made.
Mileage Summary	Diana Zigars passed out a Mileage Reimbursement Summary from the IDEA Budget Year Cycle 10/2014 – 12/2015 and explained the need for travel by various staff and why. No decisions were made.

NEW BUSINESS

CEA	No additions to the submitted reports.
Business Office	Christy Tayler moved to approve the movement of \$31,377.00 from the PTE ADA Funding (237) to the Technology Center Construction Fund (410) and the movement of \$20,733.00 from Perkins (265) to Professional Tech (259) as proposed. Rob Sauer seconded the motion. Motion carried.
Special Services Report	No additions to the submitted reports.
Administrative /Professional-	The March Board meeting is currently scheduled for March 21, 2016, which is

Technical/COSSA Academy
Report

during all consortium school districts' spring breaks. Dr. Nevill recommends moving the March Board meeting to Thursday, March 17, 2016. Rob Sauer moved to approve the recommendation to hold the March Board meeting on March 17, 2016 at 5:00 pm as presented. Norm Stewart seconded the motion. Motion Carried.

COSSA BOARD POLICIES

Policies – First Reading

First Reading was held on the revised Student Court Handbook. Rob Sauer moved to bring the revised Student Court Handbook back for a second reading. Norm Stewart seconded the motion. Motion carried.

First Reading was held on the revised Job Description & Duties Manual. Rob Sauer moved to bring the revised Job Description & Duties Manual back for a second reading. Norm Stewart seconded the motion. Motion carried.

First Reading was held on the revised CTE Course Description Manual. Rob Sauer moved to bring the revised CTE Course Description Manual back for a second reading. Norm Stewart seconded the motion. Motion carried.

Policies – Second Reading

Second Reading was held on Policy 112 – Board of Trustee Meetings. Christy Tayler moved to adopt Policy 112 – Board of Trustee Meetings as presented. Rob Sauer seconded the motion. Motion carried.

Second Reading was held on Policy 206 – COSSA Wellness Policy. Christy Tayler moved to adopt Policy 206 – COSSA Wellness Policy as presented. Rob Sauer seconded the motion. Motion carried.

Second Reading was held on Policy 409 – Non-Resident Enrollment. Christy Tayler moved to adopt Policy 409 – Non-Resident Enrollment as presented. Rob Sauer seconded the motion. Motion carried.

PERSONEL

Dr. Nevill asked the Board to Declare an Emergency to Seek Alternative Route (teacher to new) Certification to teach Health for Robin Peterson current COSSA Academy Science Teacher. Rob Sauer moved to Declare an Emergency to Seek Alternative Route (teacher to new) as presented. Norm Stewart seconded the motion. Motion carried.

BOARD REQUESTS TO ADMINISTRATION

Vice Chairman Jennifer Brock requested that a cost scale for the greatest and least financial impact in regards to the proposal of possibly hiring a Principal/PTE Coordinator be created for the Board to look at in the future.

ADJOURNMENT

Rob Sauer moved to adjourn the meeting at 8:34 p.m. Christy Tayler seconded the motion. Motion carried.

Respectfully submitted,

DawnitaTinchler, Clerk