**Canyon-Owyhee School Service Agency**

109 Penny Lane

Wilder, Idaho 83676

Dr. Harold Nevill, CEO

Chynna Hiraskai, Special Education Director

Greg Hale, CRTEC Campus Director

Dawnita Tincher, Business Manager

(208) 482-6074

**APPROVED JANUARY 22, 2019**

**Board of Trustees**

**Regular Meeting Minutes**

**Monday, December 17, 2018**

**A. Call to Order**

**a. Call to Order** - The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to by Chairman Jason Sevy at 6:00 pm. The following persons were in attendance:

Jaime Ponce Trustee Wilder

Jim Norton Superintendent Parma

Jason Sevy Trustee /Chairman Marsing

Norm Stewart Superintendent Marsing

Rob Sauer Superintendent Homedale

Dr. Harold Nevill COSSA CEO COSSA

Chynna Hirasaki 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: Jeff Dillon, Wilder Superintendent; Barbara Skogsberg, Notus Trustee; Craig Woods,

Notus Superintendent, Robert Godina, Parma Trustee/Vice Chairman, and Shane Muir, Homedale

Trustee.

Guests: Joetta Fulgenzi, CEA/Special Olympics Representative.

**B. Agenda Action Items**

**a. Approval of Agenda** – Jim Norton moved to approve the agenda as presented. Norm Stewart

seconded the motion. Motion carried.

**b. Approval of the Consent Agenda** – Norm Stewart moved to approve the consent

agenda as presented. Rob Sauer seconded the motion. Motion carried

**i. Board Minutes November 19, 2018; November 26, 2018; and December 11, 2018** – as presented

**ii. Bill Schedule** – as presented

**iii. Personnel Report** – ratified hires as follows:

Maricruz Villegas, Paraprofessional (Pre-K)

Mary Harrison, Paraprofessional (Wilder)

**iv. Board Policies – Tri-Annual Review/No Significant Changes –** none at this time

Jaime Ponce, Wilder Trustee arrived at this time.

**C. Executive Session -** Chairman Sevy declared that there was no need for an executive session this meeting.

**D. a. Executive Session Action Items -** No actions were taken.

**E. Information Items/Reports**

**a. Old Business** – Discussion was held on Policy 409 – Non-Resident Enrollment. No decisions were

made.

**b. COSSA Education Association** – no additions to the submitted reports

**c. Business Office Report** – no additions to the submitted reports

**d. Special Services Report** – no additions to the submitted reports

**e. COSSA Administration Report** – Dr. Nevill stated that The COSSA Foundation had received

$10,000 in funding from the Robert & Elaine Batt Foundation for scholarship opportunities for

Career & Technical Education students.

**f. Career & Technical/COSSA Academy Report** – no additions to the submitted reports

**g. Short-Term Training Report** – no additions to the submitted reports

**F. Action Items**

**a. Old Business** – None at this time

**b. COSSA Administration (Dr. Nevill)** –

**i.** New or Revised Board Policies – New or Significant Revision. Norm Stewart moved to

accept the new or revised policies as presented. Rob Sauer seconded the motion. Motion

carried as follows:

1. Job Description and Duties Manual – approved on second reading

2. Policy 215 – IT – approved on first reading

3. Policy 216 – Norovirus and Food Employee Health - approved on first reading

**c. Special Services Report –**

**i.** PCG-EdPlan: IEP Software System. Special Education Director Chynna Hirasaki proposed

that the Parma, Marsing, and Homdale School Districts participate in the spring “soft

launch” of the PCG-EdPlan IEP Software System to allow some time to test out the system,

troubleshoot as needed, and customize options specific to COSSA and then have Wilder,

COSSA Academy, and Notus School Districts follow with the next round of applications.

Jim Norton moved to approve the participation request as presented. Rob Sauer seconded

the motion. Motion carried.

**G. Board Request to Administration –** Jim Norton made the request that Dr. Nevill check on whether or not

the scholarships from the Bob and Elaine Batt Foundation would be eligible for participation in the Idaho

Promise Scholarship match.

**H. Adjourn**

Jim Norton moved to adjourn the meeting at 6:34 pm. Rob Sauer seconded the motion. Motion carried.