

APPROVED NOVEMBER 19, 2018

**Board of Trustees
Regular Meeting Minutes
Monday, October 15, 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:

Jeff Dillon	Superintendent	Wilder
Craig Woods	Superintendent	Notus
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: Jaime Ponce, Wilder Trustee; Barbara Skogsberg, Notus Trustee; Robert Godina, Parma Trustee/Vice-Chairman; Jim Norton, Parma Superintendent; and Shane Muir, Homedale Trustee.

Guests: Dan Coleman, Quest CPAs Auditor; Isaac Moffett, COSSA Academy Teacher/Administration Intern; and Joetta Fulgenzi, CEA/Special Olympics Representative.

B. Agenda Action Items

- a. Approval of Agenda** – Jeff Dillon moved to have the 2017-2018 Audit Report presented at the beginning of the board meeting. Norma Stewart seconded the motion. Motion carried.

Craig Woods moved to approve the agenda with the above change as presented. Norm Stewart seconded the motion. Motion carried.

Craig Woods moved to accept the 2017-2018 Audit Report as presented by Dan Coleman of Quest CPAs PLLC. Rob Sauer seconded the motion. Motion carried

- b. Approval of the Consent Agenda** – Norm Stewart moved to have B.b.iv - Board Policies pulled out of the consent agenda and added to D.b.i. – New or Revised Board Policies. Craig woods seconded the motion. Motion carried. Craig Woods moved to approve the consent agenda with the above change as presented. Norm Stewart seconded the motion. Motion carried
- i. Board Minutes September 17, 2018** – as presented

- ii. **Bill Schedule** – as presented
- iii. **Personnel Report** – ratified resignations as follows:
 - Kelly Hudgens: Intro to Auto/Diesel Instructor – effective at the end of the 2018-2109 school year.

C. Executive Session

Chairman Sevy declared that there was no need for an executive session this meeting.

D. Executive Session Action Items

No actions were taken.

E. Information Items/Reports

- a. **Old Business** – none at this time.
- b. **COSSA Education Association** – no additions to the submitted reports
- c. **Business Office Report** – no additions to the submitted reports
- d. **Special Services Report** – Jeff Dillon asked that data be pulled together showing 5 years' worth of growth in special education students. Rob Sauer left at this time
- e. **COSSA Administration Report** – no additions to the submitted reports
- 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** – Audit Report was moved to beginning of board meeting.
- b. **New or Revised Board Policies** –
 - i. **New or Significant Revision** – Jeff Dillon moved to accept Policies 1-6 on first reading as presented. Norm Stewart seconded the motion. Motion carried.
 - 1. Policy 325 – Mentor Teacher Program (Revised)
 - 2. CTE Course Description Manual (Revised)
 - 3. Policy 213 – Adoption of Idaho Special Education Manual (New)
 - 4. Policy 214 – Instructional Materials for Persons who are Blind or have Print Disabilities (New)
 - 5. Policy 508 – Federal Funds (New)
 - 6. Policy 509 – EDGAR Regulations (New)

Norm Stewart moved to table indefinitely policies 1-9 that were pulled from the consent agenda as presented. Jeff Dillon seconded the motion. Motion carried.

- 1. Policy 102 – Communications with the Public
 - 2. Policy 103 – Publications of School Board Meetings
 - 3. Policy 104 – Public Appearance at Board
 - 4. Policy 105 – Patron Visits to Schools
 - 5. Policy 106 – Complaints against Personnel
 - 6. Policy 107 – Public and Political Activities
 - 7. Policy 304 – Renewal of Contracts
 - 8. Policy 305 – Resignation Policy
 - 9. Policy 305.1 – Breaking Contract
 - ii. **Obsolete Equipment Request** – CNA Bed – Craig woods moved to declare the broken CNA bed obsolete as presented. Norm Stewart seconded the motion. Motion carried.
- c. **Special Services Report** –
 - i. **IDEA Part B Budget Approval** – Craig Woods moved to approve the IDEA Part B School Age and IDEA Part B Preschool Age Budgets as presented. Jeff Dillon seconded the motion. Motion carried.

G. Board Request to Administration

COSSA Board of Trustees gave direction to Dr. Nevill to purchase the Model Policy Manual from the Idaho School Boards Association (ISBA).

H. Adjourn

Norm Stewart moved to adjourn the meeting at 6:46 pm. Jeff Dillon seconded the motion. Motion carried.