

**Canyon-Owyhee School Service Agency**

109 Penny Lane  
Wilder, Idaho 83676

Dr. Harold Nevill, CEO  
Diana Zigars, Special Education Director  
Greg Hale, CRTEC Campus Director  
Dawnita Tincher, Business Manager  
(208) 482-6074

**APPROVED JUNE 18, 2018**

Minutes of the Regular Meeting of the Board of Trustees  
May 21, 2018

**CALL TO ORDER**

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:11 p.m. by Acting Chairman Craig Woods at the COSSA office board room. The following persons were in attendance:

Jeff Dillon	Superintendent	Wilder
Craig Woods	Superintendent	Notus
Jim Norton	Superintendent	Parma
Dr. Harold Nevill	COSSA CEO	COSSA
Diana Zigars	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: Christy Tayler, Wilder Trustee; Barbara Skogsberg, Notus Trustee/Vice Chairman; Robert Godina, Parma Trustee/Chairman; Jason Sevy, Marsing Trustee; Norm Stewart, Marsing Superintendent; Rob Sauer, Homedale Superintendent; and Shelley Shenk, Homedale Trustee.

Guests: Joetta Fulgenzi, CEA/Special Olympics Representative.

**APPROVE AGENDA**

Dr. Nevill asked the Board to move J.2. the ratify hire of Brandy Gray to J.1. as we were just notified that she preferred to take a position with the special education department. Jim Norton moved to approve the agenda with changes as presented. Jeff Dillon seconded the motion. Motion carried.

**EXECUTIVE SESSION**

No executive session was held.

**APPROVE MINUTES**

Jeff Dillon moved to approve the Regular Meeting Minutes of April 16, 2018 and the Special Meeting Minutes of April 26, 2018 as presented. Jim Norton seconded the motion. Motion carried.

## **BILL SCHEDULE**

Jeff Dillon moved to approve the bill schedule as presented and allow Dr. Harold Nevill to sign them on an emergency basis for this month. Jim Norton seconded the motion. Motion carried.

## **OLD BUSINESS**

At the April Board meeting, the Board directed Dr. Nevill to contact the Board's attorney regarding the issue of out-of-district special education students and open enrollment policies within the Districts. The lawyer stated that she believes there is a conflict between the COSSA By-Laws and District open enrollment policies. Dr. Nevill will do further research and bring information to next month's meeting.

## **NEW BUSINESS**

### **CEA**

No additions to the submitted reports.

### **Business Office**

Jeff Dillon moved to approve the proposed 18-19 Special Education District Budget Formula worksheet as presented. Jim Norton seconded the motion. Motion Carried.

Jeff Dillon moved to approve the proposed 18-19 Career and Technical Education District Budget Formula worksheet as presented. Jim Norton seconded the motion. Motion Carried.

### **Special Services Report**

No additions to the submitted reports.

### **Administrative Report**

Jim Norton moved to approve the FY2019 Perkins Annual Application as presented. Jeff Dillon seconded the motion. Motion carried.

Jim Norton moved to approve the 2018-2019 COSSA Academy Calendar as presented. Jeff Dillon seconded the motion. Motion carried.

### **Career & Technical/CRTEC**

Jim Norton moved to declare the homemade A-Frame Hoist, the Sun Alignment Rack, and two (2) Roller Jack Assemblies obsolete and approved to remove from inventory. Jeff Dillon seconded the motion. Motion carried.

### **Short-Term Training Report**

No additions to the submitted reports.

## **COSSA BOARD POLICIES**

### **Policies – First Reading**

First Reading was held on Policy 507 – Fair Labor Standards Act (FLSA) Policy. Jeff Dillon moved to send Policy 507 – Fair Labor Standards Act (FLSA) Policy to second reading. Jim Norton seconded the motion. Motion carried.

### **Policies – Second Reading**

No policies to review for second reading this month.

## **PERSONNEL**

Jim Norton moved to ratify the hire of Brandy Gray as a Special Education Assistant by Special Education Director Diana Zigars. Jeff Dillon seconded the motion. Motion carried.

**BOARD REQUESTS  
TO ADMINISTRATION**

Jeff Dillon made the request that Dr. Nevill conduct a survey with our district high school students regarding what career & technical programs they would like to see offered through COSSA.

**ADJOURNMENT**

Jim Norton moved to adjourn the meeting at 7:14p.m. Jeff Dillon seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk