

**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 OCTOBER 16, 2017**

Minutes of the Regular Meeting of the Board of Trustees  
September 18, 2017

**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 acting Chairman Jason Sevy at the COSSA office board room. The following persons were in attendance:

Jeff Dillon	Superintendent	Wilder
Craig Woods	Superintendent	Notus
Jason Sevy	Trustee	Marsing
Norm Stewart	Superintendent	Marsing
Rob Sauer	Superintendent	Homedale
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 Taylor, Wilder Trustee; Barbara Skogsberg, Notus Trustee/Vice-Chairman; Jim Norton, Parma Superintendent; Robert Godina, Parma Trustee/Chairman; and Shelley Shenk, Homedale Trustee.

Guests: None

**APPROVE AGENDA**

Dr. Nevill asked the Board to add the following action item under F. the approval of authorizing Dr. Nevil to sign accounts payable checks for the month of September . Craig Woods moved to approve the agenda with additions as presented. Jeff Dillon seconded the motion. Motion carried.

**EXECUTIVE SESSION**

No executive session was held

**APPROVE MINUTES**

Norm Stewart moved to approve the Regular Meeting Minutes of August 21, 2017 as presented. Craig Woods seconded the motion. Motion carried.

## **BILL SCHEDULE**

Craig Woods moved to approve the bill schedule as presented and allow Dr. Harold Nevill to sign them on an emergency basis for this month. Norm Stewart seconded the motion. Motion carried.

## **OLD BUSINESS**

TVT - Fiscal Agent Status

Dr. Nevill stated to the Board that COSSA is no longer required to be the fiscal agent for Treasure Valley Tech (TVT) Idaho since Payette has assumed this responsibility. No financial transactions occurred while COSSA was temporarily the fiscal agent for TVT-Idaho.

## **NEW BUSINESS**

CEA

No additions to the submitted reports.

Business Office

No additions to the submitted reports.

Special Services Report

Craig Woods moved to have COSSA consortium member school districts flow through funds from the Gifted/Talented allocation to COSSA for professional training and screening for gifted and talented students and instructors and that COSSA would be responsible to account for how all monies given through House Bill 620 for gifted education were spent beginning with the 2017-2018 school year and forward. Norm Stewart seconded the motion. Motion carried.

Administrative Report

Rob Sauer moved to approve the MOA revisions as presented and take out the OS+24 under number 11 on the Exceptional Child Memorandum of Agreement. Jeff Dillon seconded the motion. Motion carried.

Joetta Fulgenzi arrived at this time.

Career & Technical/CRTEC

Greg Hale asked the Board to please have the Counselors verify a student's residents before sending the student to COSSA Academy.

Greg Hale state to the Board that Student Court is taking place after in-school-suspension rather than before.

Short-Term Training Report

No additions to submitted reports.

## **COSSA BOARD POLICIES**

Policies – First Reading

First reading was held on Policy 210 – Employee Purchase Program (new). Rob Sauer moved to bring back Policy 210 – Employee Purchase Program (new) for a second reading. Craig Woods seconded the motion. Motion carried.

Policies – Second Reading

Second reading was held on the Personnel Handbook (Annual Revision). Craig Woods moved to approve the Personnel Handbook (Annual Revision) as presented. Norm Stewart seconded the motion. Motion carried.

Second reading was held on Policy 323 – Certified Staff Evaluation (Annual Review). Craig Woods moved to bring back Policy 323 – Certified Staff

Evaluation (Annual Review) as presented. Norm Stewart seconded the motion. Motion carried.

Second reading was held on Policy 324 – COSSA Administrator Evaluation (Annual Review). Craig Woods moved to bring back Policy 324 – COSSA Administrator Evaluation (Annual Review) as presented. Norm Stewart seconded the motion. Motion carried.

## **PERSONNEL**

Craig Woods moved to ratify the hire of Courtney Jayne for the position of Special Education Assistant for the 2017-2018 school year by Special Education Director Diana Zigars as presented. Norm Stewart seconded the motion. Motion carried.

Craig Woods moved to ratify the hire of Gloria Lopez for the position of Special Education Assistant, OT/SLP for the 2017-2018 school year by Special Education Director Diana Zigars as presented. Norm Stewart seconded the motion. Motion carried.

Craig Woods moved to ratify the hire of Keri Davis for the position of Special Education Assistant, Behavior Intervention for the 2017-2018 school year by Special Education Director Diana Zigars as presented. Norm Stewart seconded the motion. Motion carried.

## **BOARD REQUESTS TO ADMINISTRATION**

Superintendent Jeff Dillon asked that the Board be given a matrix showing the 2016-2017 COSSA staff evaluations.

## **ADJOURNMENT**

Rob Sauer moved to adjourn the meeting at 6:51 p.m. Jeff Dillon seconded the motion. Motion carried.

Respectfully submitted,

Dawnita Tincher, Clerk