

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
(208) 482-6074

APPROVED SEPTEMBER 15, 2014

Minutes of the Regular Meeting of the Board of Trustees
August 18, 2014

CALL TO ORDER

The regular meeting of the Board of Trustees of the Canyon-Owyhee School Service Agency was called to order at 6:04 p.m. by Chairman Sonny Sarceda at the COSSA office board room. The following persons were in attendance:

Rob Sauer	Superintendent	Homedale
Norm Stewart	Superintendent	Marsing
Jim Norton	Superintendent	Parma
Craig Woods	Superintendent	Notus
Shelley Shenk	Trustee	Homedale
Sonny Sarceda	Trustee; Chairman	Wilder
Jennifer Brock	Trustee	Notus
Dr. Harold Nevill	CEO/CRTEC Campus Director	COSSA
Diana Zigars	Special Education Director	COSSA
Dawnita Tincher	Business Manager/Clerk	COSSA

Not Present: Jeff Dillon, Wilder Superintendent; Betty Ackerman, Marsing Trustee; and Robert Godina, Parma Trustee.

Guests: Jeb Bechtel, COSSA Maintenance Employee; and Matt Rehl, CRTEC PTE/Short Term Training Coordinator.

APPROVE AGENDA

Diana Zigars asked to have added a new item #G3 Substitutes for Staff Absences in Special Education Programs. Jennifer Brock moved to approve the agenda with changes as presented. Shelley Shenk seconded the motion. Motion carried.

APPROVE MINUTES

Jennifer Brock moved to approve the regular minutes of July 21st, 2014 as presented. Norm Stewart seconded the motion. Motion carried.

Jennifer Brock moved to approve the special minutes of July 21st, 2014 as presented. Norm Stewart seconded the motion. Motion carried.

BILL SCHEDULE

Jennifer Brock moved to approve the bill schedule as presented. Norm Stewart seconded the motion. Motion carried.

PERSONNEL REPORT

Craig Woods moved to ratify the acceptance of the following special education resignations by Special Education Director Diana Zigars as presented:

- Brianna Vanderwoud – PSR, Notus Elementary School
- Roxie Downum – Special Education Assistant, Wilder MS/HS Resource Room & Homebound
- Denece Whitley – Special Education Assistant, TLC – Wilder

Jim Norton seconded the motion. Motion carried.

Craig Woods moved to ratify the hires of the following special education staff by Special Education Director Diana Zigars as presented:

- Dorene Tanner – Speech/Language Pathologist, Pre-School
- Harry Steimer – Special Education Teacher, Marsing Elementary School
- Erin Shenk – Special Education Assistant, Pre-School
- Julie Folger – Special Education Assistant, SLP/OT, Homedale/Wilder
- Melanie Kyle – Special Education Assistant, Resource Room, Marsing MS/HS
- Lynn Shaw – Special Education Assistant, TLC – Wilder

Homedale Trustee Shelley Shenk recused herself from voting.

Jim Norton seconded the motion. Motion carried.

Jim Norton moved to ratify the hires of the following professional technical staff by CRTEC Director Dr. Harold Nevill as presented:

- Kelli Korn, EMT Instructor
- Aundra Dewitt, Intro to Health Occupations Instructor

Craig Woods seconded the motion. Motion carried.

OLD BUSINESS

Greenleaf Property	Dr. Harold Nevill informed the Board of Trustees that he intended to split the cash received from the sale of the Greenleaf Property at 20567 Whittier Drive, Greenleaf, Idaho 83626 into both the 410 – Technology Center Construction account (\$50K) and the 275 Bldg Trades Construction account (\$73.7K).
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NEW BUSINESS

CEA	No additions to the submitted report.
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Business Office	No additions to the submitted report.
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Special Services Report	Special Education Director Diana Zigars asked the Board to make a “Declaration of Emergency” to hire” Dorene Tanner as a Speech/Language Pathologist on an Alternate Route to Certification. Jim Norton moved to
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approve the above declaration as presented. Norm Stewart seconded the motion. Motion carried.

Discussion was held regarding the current policy on securing substitutes for special education programs and the consensus by the Board of Trustees was to adhere to the current policy as written in the approved personnel handbook and the substitute manual.

Administrative /Professional-
Technical/COSSA Academy
Report No additions to the submitted report.

COSSA BOARD POLICIES

Policies – First Reading No policies to review for first reading this month.

Policies – Second Reading No policies to review for second reading this month.

EXECUTIVE SESSION

No executive session this month.

ADJOURNMENT

Chairman Sonny Sarceda adjourned the meeting at 6:56 pm.

Respectfully submitted,

Dawnita Tincher, Clerk