

CAREER TECHNICAL EDUCATION MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT ("Agreement") is entered into by and between CANYON-OWYHEE SCHOOL SERVICE AGENCY ("COSSA") and WILDER SCHOOL DISTRICT NO. 133 ("District").

1. PURPOSE

The purpose of this Agreement is to establish the responsibilities of COSSA and the District regarding the provision of Career Technical Education (CTE) programs and services to students enrolled in the Wilder Academy of Virtual Education (WAVE).

This Agreement addresses only Career Technical Education programs and services for WAVE, and is separate from any other Memorandum of Agreement between COSSA and the District governing educational services, student support services, or other cooperative programs, and as such, that the enrollment of WAVE shall not be used in the calculation of costs for the aforementioned programs and services. Financial obligations for WAVE student enrollment in COSSA CTE programming is articulated in section 6 of this agreement.

The parties recognize that the District has established a virtual educational program through the Wilder Academy of Virtual Education (WAVE) and desires to provide access to Career Technical Education opportunities to students through COSSA. This Agreement establishes the responsibilities of each party in providing high-quality CTE instruction and related program support.

2. STUDENT PARTICIPATION

Students enrolled in WAVE who meet program prerequisites and enrollment requirements may participate in Career Technical Education programs offered through COSSA and approved by the District.

COSSA and the District shall collaborate to ensure students have access to appropriate CTE courses, pathways, industry certifications, work-based learning opportunities, and career readiness experiences when available and appropriate.

3. PROVISION OF CTE SERVICES

COSSA agrees to provide Career Technical Education instruction and related program support to participating students.

CTE instruction may be delivered in person, virtual, or hybrid model. Both instructional formats may include laboratory activities, industry certifications, assessments, clinical experiences, and work-based learning opportunities as required by state standards.

4. COSSA RESPONSIBILITIES

- a. Provide qualified CTE instructors and staff necessary to operate approved CTE programs.

- b. Recruit, hire, supervise, evaluate, and retain COSSA-employed CTE personnel serving students under this Agreement.
- c. Maintain all required records and reports related to student participation, program performance, and state CTE requirements.
- d. Provide oversight and administration of CTE programs through the appropriate COSSA administrator.
- e. Collaborate with District administrators regarding student progress, staffing needs, program implementation, and compliance requirements.
- f. Submit required reports to the Idaho Division of Career Technical Education and other applicable agencies.
- g. Ensure participating students have access to approved CTE curriculum, instruction, and program resources necessary to meet state program requirements.

5. DISTRICT RESPONSIBILITIES

- a. Provide student enrollment information and other data necessary for state and federal reporting requirements.
- b. Ensure appropriate District personnel participate in student advising, scheduling, and program coordination activities.
- c. Assist with student recruitment, enrollment, retention, and program completion efforts.
- d. Provide transportation for students when necessary for required attendance on the COSSA campus.
- e. Support student participation in CTE programs and ensure students meet any applicable local requirements for enrollment and attendance.

6. FINANCIAL OBLIGATIONS

Annually, WAVE students enrolled in CTE programs shall be added to the Participation and Enrollment calculation on the "District Program Share by Membership" which is approved by the COSSA Board of Directors.

State and federal CTE funds designated for services provided under this Agreement shall be reported and retained by COSSA as permitted by applicable laws, regulations, and funding requirements.

COSSA shall provide financial reporting regarding expenditures of CTE funds as required by applicable state and federal regulations.

7. COMPLIANCE WITH LAW

Both parties agree to comply with all applicable federal and state laws, regulations, and requirements governing Career Technical Education programs, including requirements established by the Idaho Division of Career Technical Education, the Idaho State Board of Education, and all applicable accreditation and program standards.

All applicable statutes, regulations, and guidance are incorporated herein by reference.

8. TERM, RENEWAL, AND TERMINATION

This Agreement shall commence on July 1, 2026, and expire on June 30, 2027.

The Agreement shall automatically renew for successive one-year terms unless either party provides written notice of termination to the other party on or before March 1 preceding the next contract year.

The parties may amend this Agreement at any time through a written amendment approved by both governing boards.

9. GENERAL PROVISIONS

COSSA and the District agree to meet periodically throughout the school year to review program effectiveness, student participation, funding, compliance requirements, and opportunities for program improvement.

Any modifications to this Agreement shall be made in writing and approved by both parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives following approval by their respective governing boards.

WILDER SCHOOL DISTRICT NO. 133

By: _____
Title: _____
Date: _____

CANYON-OWYHEE SCHOOL SERVICE AGENCY (COSSA)

By: _____
Title: _____
Date: _____