

# CANNON VALLEY SPECIAL EDUCATION COOPERATIVE (CVSEC) Independent School District 6094-52

## Organizational Meeting

Tuesday, January 27, 2026, 4:00 PM, CVSEC District  
Office 200 Western Ave Avenue NW  
Faribault, MN 55021

Board Members Present: Amberg, Butler, Mohs, Robicheau

Staff Members Present: Knutson, McGuire, Olson, Storm, Washa

### **1) Call to Order/Adoption of Agenda:**

Motion: Robicheau

Second: Amberg

AYE: All

NAY: None

The meeting was opened at 4:00 PM.

### **2) Organization of the Board:**

#### **A) Items for Individual Action**

##### *(1) Election of Officers*

CVSEC Executive Director Sarah McGuire conducted the meeting during the election process of the Board Chair. Once The Chair was elected, that person presided over the remainder of the Organizational Meeting.

##### a) Election of Board Chair

Robicheau nominated Mohs for the position of Board Chair. There were no other nominations.

Motion to Elect Mohs as Board Chair: Robicheau

Second: Amberg

AYE: All

NAY: None

##### b) Election of Vice-Chair

Robicheau nominated Amberg for the position of Vice-Chair. There were no other nominations.

Motion to Elect Amberg as Vice-Chair: Robicheau

Second: Mohs

AYE: All

NAY: None

c) Election of Treasurer

Mohs nominated Butler for the position of Treasurer. There were no other nominations.

Motion to Elect Butler as Treasurer: Mohs

Second: Robicheau

AYE: All

NAY: None

d) Election of Secretary

Amberg nominated Robicheau for the position of Secretary. There were no other nominations.

Motion to Elect Robicheau as Secretary: Amberg

Second: Mohs

AYE: All

NAY: None

e) Set Stipends of Board Members and Officers

Motion to Not Set a Stipend: Mohs

Second: Robicheau

AYE: All

NAY: None

B) Items for Consent Grouping

Motion to Approve Consent Grouping: Amberg

Second: Mohs

AYE: All

NAY: None

(1) Designation of Sarah McGuire as Cannon Valley Special Education Cooperative Executive Director and Director of Special Services

(2) Designation of All Negotiated and Meet and Confer Agreements to Cannon Valley Special Education Cooperative

(3) Designation of Sarah McGuire and Kim Washa as Deputy Clerk Treasurer

(4) Designation of Sarah McGuire as the Identified Official with Authority for Education Identity Access Management. The Minnesota Department of Education (MDE), Professional

Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and re-certifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state system must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize Sarah McGuire (smcguire@cannonvalleyspecial.org) to act as the Identified Official with Authority (IOwA) for The Cannon Valley Special Education Cooperative (ISD6094-52).

(5) Designation of Day and Time of Regular Meetings

The Board will determine if the Regular meetings of the Cannon Valley Special Education Cooperative Board will remain at 4:00 p.m. on the fourth Tuesdays of each month.

(6) Designation of the Official Newspaper

The official newspaper of the Cannon Valley Special Education Cooperative will be the Faribault Daily News.

(7) Designation of Legal Counsel

The Cannon Valley Special Education Cooperative designates Ratwik, Roszak & Maloney as the representing Legal Counsel.

(8) Designation of the Official Banks

The official banks of the Cannon Valley Special Education Cooperative will be State Bank of Faribault and US Bank and Minnesota School District Liquid Assets Funds.

(9) Authorization of Use of Electronic Signatures

The Board authorizes that electronic signatures of officers of the Board be utilized in signing checks and documents.

(10) Set Mileage Reimbursement Rate

The mileage reimbursement rate for use of private vehicles on Cooperative business will be the mileage rate established by the Internal Revenue Service.

**3) Adjournment:**

Motion to Adjourn: Mohs

Second: Butler

AYE: All

NAY: None

The meeting was adjourned at 4:04 PM.

APPROVED BY: \_\_\_\_\_  
Jerry Robicheau, Board Secretary

DATE: 02/24/2026