

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

Regular Meeting

Tuesday, December 13, 2022, 4:45 PM, CVSEC District Office
200 Western Avenue NW
Faribault, MN 55021

Board Members Present: Goerwitz, Jones, Mohs, Robicheau

Board Members Absent:

Staff Members Present: Hillman, McGuire, Washa

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

Motion to Approve the Agenda: Goerwitz

Second: Jones

AYE: All

NAY: None

The meeting was opened at 4:45 PM.

2) **Consent Agenda:**

Motion to Approve the Consent Agenda: Jones

Second: Robicheau

AYE: All

NAY: None

A) Approval of the Minutes from the Regular Board Meeting on November 22, 2022

B) Approval of Claims

C) Staff Updates

(1) New Hires:

(2) Transfers:

(3) Resignations, Retirements, and Terminations:

Hanley, Katiana – EA at ALEX – Effective 12/12/2022

Kodet, Laurie - District Nurse - Effective 3/31/2023

Rodriguez, Christa - EA at SUN - Effective 12/16/2022

(4) Leaves of Absence:

Thom, Austin - Leave of Absence - 01/03 2023 - 04/28/2023

(5) Other:

3) **Public Input:**

There was no Public Input.

4) **Reports and Communication:**

A) *CVSEC/ABDO Auditor Report*

ABDO Auditor Sheila Jungwirth walked the Board through the annual financial audit. The firm gave CVSEC financial statements a clean report, stating that the only findings were related to separation of duties, which is not uncommon for smaller school districts. There were GASB changes made to coding expenditures, mostly related to the Faribo West Mall lease, but these had no impact on the budget or ending balances. The firm estimated that CVSEC would need at least \$3.7M in the ending fund balance (equal to 3 month's operating expenditures) to begin repaying the \$1M loan to Member Districts.

B) *Executive Director's Report*

McGuire reported that students and staff are looking forward to Winter Break. Hiring new staff has now moved from "challenging" to "extremely challenging", especially for support staff. This has required classroom restructuring and a temporary freeze in accepting new students due to student and staff safety concerns. There were a few facilities issues over Thanksgiving Break caused mostly by old heating units on the mall roof. New heating units will be installed over Winter Break. Costs are being paid by the mall as it is a building/landlord issue. The administrative team is well into planning for the 23-24 school year.

C) *Enrollment Report*

Enrollment remains steady with no new enrollments or withdrawals. There are three referrals for ALEX and 3 referrals for SUN. There are no plans to enroll any more students until safe staffing levels have been achieved.

5) **Old Business:** There was no Old Business.

6) **New Business:** There was no New Business.

7) **Other:** There was no Other Business.

8) **Comments, Board/Director:** There were no comments.

9) **Next Meeting Date:**

Organizational Meeting: January 24, 2023 at 4:45 PM at 200 Western Ave NW Faribault, MN 55021

Regular Meeting: January 24, 2023 at 4:55 PM at 200 Western Ave NW Faribault, MN 55021

10) **Adjournment:**

Motion to Adjourn: Goerwitz

Second: Jones

AYE: ALL

NAY: NONE

The meeting adjourned at 5:15 PM .

APPROVED BY: _____ DATE: _____ 1/24/2023 _____

Amy Goerwitz, Board Secretary