

CANNON VALLEY SPECIAL EDUCATION COOPERATIVE (CVSEC)

Independent School District 6094-52

Regular Meeting

Tuesday, April 23, 2024, 4:00 PM, CVSEC District Office
200 Western Avenue NW
Faribault, MN 55021

Board Members Present: Amberg, Goerwitz, Robicheau
Board Members Absent: Mohs
Staff Members Present: Korolewski, McGuire, Qual, Ristau, Smith, Washa

In the absence of Mohs, Amberg conducted the meeting.

1) Call to Order/Adoption of Agenda:

Motion to Call the Meeting to Order and Approve the Agenda: Goerwitz
Second: Robicheau

AYE: All
NAY: None

The meeting was opened at 4:00 PM.

2) Consent Agenda:

Motion to Approve the Consent Agenda: Robicheau
Second: Goerwitz

AYE: All
NAY: None

A) Approval of the Minutes from the Regular and Organizational Board Meetings on March 19, 2024

B) Approval of Claims

C) Staff Updates

(1) New Hires:

Caron, Thomas - PE Teacher at SUN, BA +6 - Effective 08/14/2024

Goodman, Debra - Special Education Teacher at STEP, MA+15, Step 10 - Effective 08/14/2024

Gutwein, Elise - EA at STEP - Effective 04/22/2024

Mendoza, Jazzlynn - EA at ALEX - Effective 04/01/2024

Miller, Delaney - Special Education Teacher at ALEX, BA +30 - Effective 08/14/2024

Missling, Nycole - EA at STEP - Effective 04/01/2024

Much, Kerry - Special Education Teacher at STEP, MA+45, Step 10 - Effective 08/14/2024

Ruehmann, Chandler - Special Education Teacher at ALEX, MA +5 - Effective 08/14/2024

Webster, Joseph - PE Teacher at ALEX, BA +3 - Effective 08/14/2024

(2) Transfers:

(3) Resignations, Retirements, and Terminations:

Bauer, Nancy - EA at STEP - Effective 03/28/2024

Borchardt, Sarah - A at SUN - Effective 04/08/2024

Miller, Delaney - Tier I Special Education Teacher at ALEX - Effective 06/03/2024

Mitchell, Morghan - Tier I Special Education Teacher at STEP - Effective 06/03/2024

(4) Leaves of Absence:

Simon, Brooke - Teacher at ALEX - Leave Extended from 04/04/2024 to 04/05/2024

(5) Other:

3) **Public Input:**

There was no Public Input.

4) **Reports and Communication:**

A) *Executive Director's Report*

McGuire reported that there was an open house last Wednesday for current students and incoming STEP students. Individual tours take place for incoming ALEX and SUN students. CVSEC is predicting the largest number of students ever enrolled in STEP and SUN to begin the 2024-2025 school year. The idea is to return to collaborative planning with directors and superintendents regarding space and capacity. 2024-2025 staffing continues with several positions having been filled. International candidates are being interviewed for remaining positions. ESY will occur in July. Professional development is being impacted by the READ Act.

B) *Enrollment Report*

Enrollment is at 78 students. There are many STEP and SUN referrals for next year.

C) Finance Coordinator Report: 2024-2025 Preliminary Budget and Staffing

Washa walked the Board through the 24-25 preliminary budget. Washa explained that program coordinators complete a staffing sheet and that information drives wages, salaries, and benefits. There is an increase in staffing due to the projected increase in enrollment. The projected increase in STEP for students with complex medical needs will require more 1:1 staffing. The needs of students will always dictate staffing levels. Purchased services decreased because CVSEC is looking to hire for positions that are currently contracted. Supplies will stay steady. Lease Levy stays the same for now until plans are approved by the state and bids are received. Capital expenditures went up slightly due to the anticipated needs for new furniture used for the new teachers. Projected revenue is based on previous year trends. Tuition billing estimates are based on the current number of students enrolled from each member district. Amounts for the lease levy are based on the December 1 Child Count. The outstanding loan balance remains the same until the cost of future renovations are determined.

D) STEP Coordinator Report

Smith spoke to the Board about STEP students' experiences in Rochester on April 11 when a group participated in the annual work skills challenge. STEP won the overall prize this year. Criteria included interviews, applications, resumes, and other testing. Students and staff were very excited. STEP also had individual winners in the different categories.

STEP students participating in the Ambassadors for Respect program will be going to Lincoln Elementary in Owatonna on April 30th to conduct an anti-bullying and inclusion lesson with a fourth grade class. They will talk about self-advocacy skills and share a personal story. Participating STEP students are paid through a grant for their participation. STEP has six participating students. Students have met twice a week for the last six weeks to prepare.

STEP students with severe/profound disabilities went to Great Day Farms in Northfield. The farm experience was sensory friendly and accessible for students.

The STEP store is moving forward. It will be called The Cannon Valley Makers Market. Initial products will include pre-packaged foods, greeting cards, jewelry, blankets, and clothing. Students will gain experience with inventory, point-of-sale, manufacturing, and customer service. The goal is to open the store the third week in September. The store will be open during school hours.

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

6) **New Business:**

A) Approve Master Agreement with Cannon Valley Special Educators United Licensed Mental Health Professionals

Motion to Approve Master Agreement with Cannon Valley Special Educators United Licensed Mental Health Professionals: Amberg

Second: Goerwitz

AYE: All

NAY: None

B) Approve 2024 – 2025 Calendar

Motion to Approve 2024 – 2025 Calendar: Amberg

Second: Robicheau

AYE: All

NAY: None

7) **Other:** Move Start Time of May 28th Board Meeting

Goerwitz said she will be unable to attend the May 28th meeting.

Motion to Move Start Time of May 28th Board Meeting to 8:30AM: Amberg

Second: Goerwitz

AYE: All

MAY: None

8) **Comments: Board/Director:**

There were no comments.

9) **Next Meeting Date:** May 28, 2024, at 8:30 AM at 200 Western Ave NW Faribault, MN 55021

10) **Adjournment:**

Motion to Adjourn: Amberg

Second: Goerwitz

AYE: ALL
NAY: NONE

The meeting adjourned at 4:28 PM.

APPROVED BY: _____ DATE: 05/28/2024

Amy Goerwitz, Board Secretary