

1. Agenda

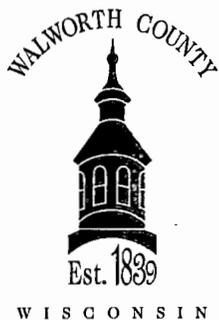
Documents:

[1-16-2019 CDEB AGENDA.PDF](#)

2. Meeting Materials

Documents:

[PACKET 1-16-2019 MEETING.PDF](#)



Walworth County Children with Disabilities Education Board  
Wednesday January 16, 2019 4:30 p.m.  
Walworth County Government Center, County Board Room 114  
100 West Walworth St, Elkhorn, WI

Children with Disabilities  
Education Board

Dave Weber – Chair, Charlene Staples – Secretary,  
Kathy Ingersoll, Supervisor – William Norem, Supervisor – Ken Monroe, Supervisor  
Sign language interpreters for the deaf are available if requested in advance

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*(Posted in compliance with Sec. 19.84, Wis Stats.)  
Note: All agenda items are subject to action.*

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes
  - a) CDEB Meeting November 14, 2018 pp 1-3
6. Public Comment Period
7. Unfinished Business
  - a) Memo of Understanding with CA Counseling for Branch Office at Lakeland School
8. New Business
  - a) Brady Corporation: Participation in Product Research
  - b) Update Policy/Procedures on Attendance/Absences for DPI Compliance pg4
9. Reports and Correspondence
  - a) CDEB Chair
  - b) CDEB Director
    - 2019 Administration Goals & 2018 Year End Summary pp 5 - 15
    - Brew 2 U Café at Government Center, Tues. & Thurs. 9:15 – 11:15 am pg 16
    - Finding Workforce Solutions Community Forum pg 17
    - PBIS (Positive Behavioral Intervention & Supports) At Lakeland School. Presentation by Matt Conrardy, Principal.
10. Set time and date of next meeting – February 20, 2019 @ 4:30 pm
11. Adjourn

*It is possible that a quorum of the County Board or a committee of the County Board could be in attendance.*

Submitted By: Tracy Moate, Director WCCDEB  
Dave Weber, CDEB Chair  
Posted January 10, 2019



# Memorandum

Children with Disabilities  
Education Board

**To:** WCCDEB Supervisors

**Cc:** Dave Bretl, County Administrator/Corporate Counsel

**From:** Tracy L. Moate, Director WCCDEB

**Date:** January 10, 2019

**Re:** WCCDEB Meeting Agenda Items

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Your agenda for this month involves “unfinished business” from November regarding the mental health branch office for Lakeland School students. I would like to update you on the progress on establishing a memorandum of understanding with CA Counseling. In addition, Mr. Bretl and Michael Cotter have reviewed this and are making some addendums to this process. At the time of this writing, we are looking at also including a Business Associates Agreement to protect the student’s personal health information. With these pieces of documentation, I am looking for your input and recommendation of who should be authorized to sign these agreements on behalf of Lakeland School and Walworth County. I will present these documents at your CDEB meeting as we are continuing to work on final drafts. Thank you for your patience and support in this process. Additionally we have two items on the new business portion of your agenda.

- Brady Corporation has approach me regarding the school/administrative team and participation in product research. In discussion with Mr. Bretl, I would like to move this discussion to the CDEB to share what information I have received and to receive a recommendation from you on the next steps. I am in the process of working with the Sheriff’s Department and the IT Department to ensure that this participation will not cause any confusion or issues with any current systems or practices that are currently in place.

WALWORTH COUNTY



Est. 1839

W I S C O N S I N

Children with Disabilities  
Education Board

- I would like to present an update on the School's attendance policy. This administrative team would like to establish clear thresholds and expectations in the process of managing student absences. This would improve our compliance with expectations that DPI has regarding the recording of student attendance. I have included the attendance policy that is currently being recommended.
- Finally, in Reports and Correspondence, I would like to share a few items. Those handouts are also included.
- To finish the evening, I have asked our Principal, Mr. Conrardy to share the new PBIS (Positive Behavioral Intervention and Supports) program that has been underway with our staff and students this school year. He will be making a Power Point presentation.
- Thank you and enjoy your weekend!

**DRAFT**

**Walworth County Board of Supervisors  
Children with Disabilities Education Board Meeting Minutes  
Wednesday, November 14, 2018  
Walworth County Government Center  
County Board Room 114  
100 West Walworth Street, Elkhorn, WI 53121**

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The meeting was called to order at 4:31 p.m. by Chair David Weber.

Roll call was conducted. Members present included Chair David Weber, Secretary Charlene Staples, and Supervisors Kathy Ingersoll, Ken Monroe and William Norem. A quorum was declared.

**Others in Attendance:**

County Board members: County Board Chair Nancy Russell

County Staff: County Administrator David Bretl and Director of Special Education Tracy Moate

**On motion by Supervisor Ingersoll, seconded by Secretary Staples, the agenda was approved by voice vote.**

**On motion by Supervisor Monroe, seconded by Supervisor Norem, the September 12, 2018 Children with Disabilities Education Board (CDEB) meeting minutes were approved by voice vote.**

**Public Comment** – There was none.

**New Business**

- Outpatient Mental Health Branch Office at Lakeland School

Director of Special Education Tracey Moate discussed outpatient mental health services that have been available in public schools for some time. The branch offices allow students and families to have the students' needs met without missing school or going to an unfamiliar place. Similar satellite offices throughout Walworth County have existed since around 2013. She said Lakeland School has students who currently use those services, but must do so out of school. Jodi Bronson, Lakeland School Psychiatrist, has been working with private vendors for students who are working with managing mental health issues. Moate said the School was approached at the beginning of the school year by C.A. Counseling & Consultants, Williams Bay. They have trained providers who could meet the needs of the School. It was the first time the School has been approached or given the opportunity to have a branch office. The directive from the State included in the meeting packet describes branch offices and expectations. Moate wanted the Board to discuss the idea and she said Bronson and other school staff would be willing to come before the Board to present more information and answer any questions. Moate said the consultants would be doing the majority of the work and there would be an area designated for them to use. The financial portion for students would be the vendor's responsibility, but the School would ensure confidentiality for students. Bronson has already been working with students who are dealing with mental illness associated with disability and she has gotten permission from parents to work with the mental health team to manage and communicate what is going on. Moate added there is no other known vendor in Walworth County with the same skill set that would be capable of working with these particular students. She said the School would work with the Purchasing Department to ensure that all procedures were correctly followed in the process, as well as working on liability waivers, types of insurance covered, etc., and would work with other school districts and Corporation Counsel to ensure the County and the students' interests were being met. Chair Weber inquired how payment for the services would be handled and Moate said families will use health insurance family care to pay for the services, just as they would if the services were being utilized with the vendor at their establishment. Moate added the County would not be financially responsible for any of the bills. Moate said

the School currently has a very strong working relationship with this particular group, as they are already seeing some of the students and there is an appropriate room at the School to use for the services. In a case where families needed to be a part of the counseling, there is the availability for them to enter the building with privacy through the back door, while still ensuring security protocols are met. The intended group is mostly middle and high school aged students. Ingersoll inquired as to the licensure levels of the staff and Moate said all licensing requirements would be listed in the Memorandum of Understanding (MOU). Moate noted the students would need to already have a mental health diagnosis from an outside source, as the School is not equipped to provide diagnoses. Norem supported the idea and said it would be beneficial for the students to be counseled at school where they are comfortable. Moate added that some students who don't have the ability to explain their feelings in depth could rely on their relationship with the school Psychologist to act as an advocate to the provider. She said the vendor would not be at the School five days a week, but would likely figure out their audience and set up the schedule around them. She said the timing of implementation is dependent on what this Board decides and when the MOU is finished with the vendor. Bretl suggested following standard purchasing procedures. County Board Chair Nancy Russell suggested including in the MOU that these services would only be available to Lakeland School students. Moate agreed, as many of the school districts already have comparable services in place.

**Supervisor Norem made a motion, seconded by Supervisor Monroe, to proceed with the process of establishing an Outpatient Mental Health Branch Office at Lakeland School. Motion carried 5-0.**

- Tuition Request from Beloit Turner School District

Moate got a confirmation call that the family met with the school district and understood the procedure for enrolling their child in Lakeland School, including Moate observing the student's behavior. If the student appears to be a good fit, the student and family will be encouraged to tour the School and meet with appropriate staff to discuss an IEP. If the placement team approves the request, the tuition agreement would then be put together. Moate said this request is in the primary department, specifically 1<sup>st</sup> and 2<sup>nd</sup> grade, which has a maximum enrollment of 10. There are currently four students in one classroom and five in another, along with two seats in each being held for possible placements. Moate said she feels this leaves enough room for the placement and she feels confident Lakeland School can serve this student's needs according to an IEP.

**Secretary Staples made a motion, seconded by Supervisor Norem, to approve the tuition request, if all procedures are followed and Tracey Moate approves. Motion carried 5-0.**

### Reports and Correspondence

- CDEB Chair – There was none.

- CDEB Director

- 2018 Worker's Compensation and Training Report

Moate said there are numerous claims related to biting and scratching due to volatile students. Staff is continually trained to manage difficult behavior, deescalate students, etc. Staff have also employed preventative measures, including a chew toy, to help students get their emotions out in a positive way. Kevlar sleeves have been used by staff to avoid injuries. If a student has more than one incident of scratching, staff are asked to wear the sleeves. The staff is always attempting to learn from the incidents and trying to provide alternatives to prevent injury. One technique is to take aggressive students to the gym and allow them to get their energy out in a positive way. Bretl said damages can include lost wages, medical appointments, and mileage. Injuries can range from very small to very large dollar amounts. He said these numbers are remarkably low given the environment. Moate said there have also been lift injuries so proper lift training is required. Crisis members of the staff also have a system with open

microphones that allows for help to arrive without escalating the situation, which has helped tremendously.

**Secretary Staples made a motion, seconded by Supervisor Monroe, to place the 2018 Worker's Compensation and Training Report on file. Motion carried 5-0.**

➤ Update on Security Cameras and Window Film

Moate said this project is in the final stages. All security cameras are installed and need to be synced to the software that is going on certain staff desktops so they can be aware of any situations in or around the building. The window film was paid for by a grant and has been applied to the front entrance and gives office employees some comfort in case of emergency.

➤ Waffles with Santa is December 8<sup>th</sup> from 7:15 a.m. to 11:00 a.m.

➤ Holiday Program: "Taste of the Seasons," December 13<sup>th</sup> at 1:15 p.m.

Moate said this is the school's holiday musical and she encouraged all to attend. She advised attendees to arrive early as seats fill up quickly.

**Confirmation of next meeting** – The next meeting was confirmed for Wednesday, December 12, 2018 at 4:30 p.m.

**Adjournment**

**On motion by Secretary Staples, seconded by Supervisor Ingersoll, Chair Weber adjourned the meeting at 5:14 p.m.**

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Submitted by Betsy Stanek, Administrative Clerk II. Meeting minutes are not considered final until approved by the Board at a regularly scheduled meeting.

### **Attendance Policy**

- Skyward will send an alert email to the Assistant Director of Special Education, building principal, nurse and case manager once a student has missed five consecutive school days and/or ten days per school quarter.
- A team meeting will be scheduled with the Assistant Director of Special Education, building principal, nurse and the student's case manager to determine the plan of action.
- The plan of action will vary based on the data and information shared at the team meeting.
- The plan of action will be documented in Skyward by the student's case manager.



Walworth County Children With Disabilities Education Board  
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**TRACY L. MOATE**  
**DIRECTOR OF SPECIAL EDUCATION-LAKELAND SCHOOL**

**2019 ADMINISTRATIVE GOALS**

*“A Small Dose of Dramedy”*

Each year as I draw up my administrative goals for the upcoming calendar year, I search for a “theme” to center my thought process around. I want these goals to represent my commitment to this organization, yet have some personal relevance from which I can draw upon. With that search for a “theme” this year, I found myself struggling to figure out a way to tie my goals together.

These past few weeks, during my drive home in the evening, I found myself moving through the various family dramas that consume my personal and work lives. With both of my parents in their early nineties and a sister with Down Syndrome/dementia, I have accepted responsibility of trying to manage the daily challenges they face. At work, I too, am faced with the accepted responsibility of trying to manage the daily challenges of our school and staff. Every day, on my drive home, I make a phone call to my mom, to check in with her, share my day, and to listen to her describe a funny moment that she witnessed with her great granddaughter (whom she babysits). If there were no funny moments to share, she gives me an update on the challenges she faces with my father/her husband. She has been known to end that conversation with, “Tracy, if I can’t find the humor in it, I may as well cry.” Unfortunately, my father has given up his self-motivation in life and could be easily interpreted as “waiting to die”. That large dose of reality moves me to walk into my home at the end of each day in search for a mindless diversion that is aligned with similar subject matter, humanistic moments and a strong dose of subtle comedy that keeps me from falling in the self-pity pit. That mindless diversion for me is to turn on the idiot box and tune in to some “dramedy” series that I will now use to tie my goals together and give them the theme, “A Small Dose of Dramedy, 2019”.

The framework of this vision will be marked by the following “dramedy” television shows and their themes that may have personal relevance to me and connect with my commitment to Lakeland School.

*“a million little things”* (making a promise to be honest about what’s really going on)

*“This Is Us”* (following the lives of one family and tying them together with flash-backs from the past and what is taking place in the present)

*“Manifest”* (as flight members reintegrate into the present day society, they face the fact that their lives are not the same as they were before)

*“God Friendd Me”* (a friend request on Facebook is sent by someone calling them self “God”)

and,

*“The Good Doctor”* (alone in the world and unable to personally connect with those around him, a young man uses his gifts to save lives and challenge the opinions of others)

*My 2019 professional goals are as follows:*

***“a million little things...”***

Create monthly spreadsheets that outline tasks related to this administrative position, organize and label electronic and paper files in this office and unpack/discard outdated boxes that no longer have historical relevance for the future transfer of leadership with this department head position.

***“Manifest”***

Based on recommendations from the Epstein-Uhen Architects Facility Study, move from concept to actual renditions with Venture Architects for future program/facility development in the following areas:

1. Increased flexibility and integration of technology for students with the most severe sensory needs
2. Real world settings for older students in the Life Skills You program

***“This Is Us”***

Create and implement a “roadmap” with the IT Department that moves student databases (Skyward and other data collection applications) from server to web-based/cloud platforms and integrate Google Classroom into that roadmap to streamline the process of sharing files in this educational setting.

***“God Friendd Me”***

Develop a school policy that establishes guidelines for the development and use of social media sites (including a new web page) that disseminate information to the public regarding Lakeland School.

***“The Good Doctor”***

Develop protocol for the delivery of services and a memorandum of understanding with the future provider of a branch office for mental health services at Lakeland School.

**Tracy L. Moate**

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Walworth County Director of Special Education

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## Presented to:

Walworth County Children with Disabilities Education Board/D. Bretl, Co. Administrator

### Review of 2018 Professional Growth

#### TLMoate's Goals for Organizational Growth at Lakeland School

- *Develop an anonymous electronic survey that the Lakeland School employees will have opportunity to complete to provide detailed descriptions of the specific things this administrative team does to make their jobs satisfactory/enjoyable and the things we do to make their jobs unsatisfactory/miserable.*

An electronic survey was developed for all Lakeland School employees to complete regarding their employment experience during the 2017-18 school year. The staff completion rate was 89.6% which meant that 90 out of 107 recipients responded to the survey. Overall, the survey provided positive feedback and gave this administrative team the opportunity to use the constructive comments to build upon for organizational improvement for future years. This survey was a great exercise that allowed staff to have input and voice their opinions regarding their employment experience.

- *Each month I will personally write a notecard to 10 of my colleagues, coworkers, and /or employees to let them know how much I value them and their contributions to the students and families of Lakeland School.*

Taking the time for written expression to staff, co-workers and others connected to this organization has proven to be a worthwhile investment. I have opened doors to improved dialogue with newer employees who hesitated to approach me in the past. I have maintained correspondence with former staff that perhaps appreciated the connection back to school. And, finally, this commitment has forced me to take "time-outs" in my day to reflect on the work of others who make this school a great place for students and families.

- ***In the Fall of 2018, Lakeland School will start a PBIS (Positive Behavioral Interventions & Supports) team to guide selection, integration, and implementation of evidence-based behavioral practices and strategies for improving important academic/behavior outcomes for all students. To kick off that decision making process, all staff will be asked to read a chapter of the short book, 50 Ways to Improve Student Behavior and make a summary presentation at the January, February, or March staff meetings.***

This goal has become more dimensional than I originally anticipated. This has not only been a rewarding adventure, it has been an important reminder on the value of conversation. As a result of some of the feedback, there have been more "relaxed" discussions about the challenges staff feel they face with some of the students in their classrooms. We have also received positive feedback from families about this new initiative. Students are positively engaged in the strategies that are promoted in PBIS and it appears that the school is experiencing a reduction in the number of disruptive or challenging behaviors that have been seen in the past school years. An electronic database is being considered to store more information and to create an informational log of data collected through the year for reference and analysis of what has contributed to student behavior. My hope is that this data tracker will give staff additional feedback that will continue to encourage conversations that focus on improving important academic and behavioral outcomes for all of our Lakeland School students.

- ***Collect the data from the 2017 and 2018 family end-of-the-year surveys that sought input from parents/providers regarding the efforts and results of the Lakeland School staff and their impact on student learning. During early August, invite the LSYou staff to reflect on the parent input and then develop a plan of action for how these concerns will be addressed for the 2018-19 school year.***

These surveys have provided important feedback from our current families on their child's educational experience at Lakeland School. Additionally, this has provided the LSYou staff an important perspective regarding our families' diverse life situations, barriers and needs that they face as their child is exiting from Lakeland School. As a result of some of the feedback, there have been efforts to revamp the work activities and vocational experiences that the adult students have available during the LSYou years. More students will have a variety of experiences to develop work related skills and also will have greater exposure to what services are available upon aging out from special education at Lakeland School. Jodi Bronson, our Director of Pupil Services has been instrumental in building a parent group that can network with one another and provide perspective to new families of students who are entering the "adult" system. Two educators retired from the LSYou program in 2017-18. Both of these staff members were outstanding in their field, but the new employees that have taken their place have listened to the parent feedback and are expanding the program to respond to families input and their child's experiences.

- ***Based on recommendations from the Epstein-Uhen Architects Facility Study, develop recommendations for the long-term masterplan for future program development in the following areas:***
  - 1. Increased flexibility and integration of technology***
  - 2. Breakout spaces and activity spaces for growing numbers of older students***
  - 3. Specialized environment (“Snozelen”) for students with the most severe needs***
  - 4. Real world settings for older students in the Life Skills You program***

Discussions have occurred with the Venture Architects team related to the Epstein-Uhen study. There have been opportunities to discuss the mission/intention of Lakeland School, the needs of the current school and students, and what the vision is regarding future programming related to the educational and behavioral needs of students in this setting. I have to say that although the Venture team has been responsive and they have provided us with some valuable “renditions” regarding the recommendations from the Epstein-Uhen study, I feel that more time is needed to nail down what is actually currently needed at Lakeland School. I would like to make this one of my 2019 focus points that requires this administration to drive the discussion into realistic plans that center around student needs rather than building trends that are being seen in the educational arenas around this state.

- ***Develop an electronic file of my annual review summaries, budget narratives, and any other supporting documentation that can serve as a data resource when the creating of “Volume Three of the History of Walworth County Departments” occurs.***

The Founders Day experience has been a great motivator for me to work toward this goal and getting my “files” organized. As the light in my professional tenure starts to dim, I find it very important to ensure that I have done my part in recording “history” and critical events that have shaped the decisions and experiences related to Lakeland School. The historical timeline that is displayed in the front of the school certainly goes a long way in capturing our School’s history. The FOLS team was kind enough to sponsor this event. I am thankful that I was asked to be a part of that team. In addition, I have created electronic files that capture annual summaries related to the CDEB budget development and to my professional perspective of each annual review of the school year. It is my hope that they will be a valuable resource to future leaders of this school who may want to go back in time and understand how Lakeland School has evolved to where it is today.

**BUDGET SUMMARY AND OTHER FINANCIAL ACHIEVEMENTS:** The 2019 budget process is complete. We were able to achieve a decrease in the levy appropriation of \$423,058 (6.51%). The 2019 tax appropriation for the CDEB budget is \$6,072,523. We continue to pursue and obtain additional revenues from the High Cost Initiative. Reimbursement costs during the 2016-17 claim-cycle were \$425,123 for 25 students. The CDEB collected tuition on three students coming from the Fort Atkinson (2), and Mukwonago School Districts. We also continue to receive tuition from the Whitewater School District for eight students who attend Lakeland School, but do not reside in Walworth County. Dollars received for tuition students in the 2017-18 school year were \$318,752. Additional tuition request was received and approved from Beloit Turner School District in the fall of 2018. The CDEB received \$87,932 in donations to support Lakeland School students and their educational needs. Dollars were used to acquire virtual reality goggles for science classes, sensory items, iPad devices for communication, and incentive programs for promoting positive behaviors. In addition, dollars supported community and Special Olympic events that required transportation. OPEB liability continues to be current and fully funded (\$2,196,736) at the end of 2018 budget year. Dollars from the 2017 Fund Balance (\$470,000) were used to support future CIP projects in the 2019 budget year. Over \$2 million remains in the designated fund balance for future building repairs, equipment replacement and facility improvements for the upcoming CIP budget years. The 2018 budget included the calling of all remaining 2008 bonds of \$5,452,717. This payment resulted in an overall interest savings of \$1,020,750 for Walworth County. A bond-burning event was held to mark the achievement. The total amount of interest savings for paying off both bonds was \$2.38 million.

### ONGOING PROJECTS

The long-range facility study was completed to guide facility planning for Lakeland School related to capacity, utilization and educational adequacy. The plan/study was presented to the County Board of Supervisors by Eppstein-Uhen Architects and used to guide the development of the 2019- 2022 Capital Improvement Plan (CIP) projections.

A Service Animal Policy has been drafted and presented to the CDEB in planning for any potential requests for service dogs in the school setting.

Work with Human Resources to partner with WECAN (Wisconsin's Educator Vacancy website) to post educational vacancies in hopes of casting a larger net for potential candidates.

Lakeland School now is required to submit all student data to DPI via secured reporting systems. There is a need to move those systems to a "cloud" platform. This administrative team will work with the IT department to create a roadmap to plan for that migration.

Capital projects for the 2018 year included: installation of 4 external security cameras for the perimeter of Lakeland School, painting the designated spaces in the parking lots, door hardware replacement at the main entrance of building, resurfaced the gym floor, boiler replacement, LED parking lot lights/bollards, swimming pool LED lighting, and playground drainage systems were installed.

Capital projects for 2019 year include the Aquatic Center upgrades funded by building/equipment reserves for \$452,000 (carried forward from 2018 budget), playground matting, parking lot sealcoating, flooring replacement, washer/dryer replacements, gym dividing wall repair/replacement, door/key management system and adaptive equipment for the physical therapy department.

## PROFESSIONAL ACTIVITIES

- Draft school policy on Service Animals in School. Two students have service dogs. Staff have requested to include the option of animals involved in classroom instruction.
- Member of Walworth County IT/Social Media Committee. Explore Facebook and Twitter options for the county departments. Explore the updating of department web pages and ADA accessibility. Participate in discussion for developing social media policies for department managers.
- Invited to tour the UW Madison Virtual Reality Lab, East Troy's STEM (Science, Technology, Engineering and Math) lab, and Waukesha's STEAM (Science, Technology, Engineering, Arts, and Math) lab to discuss innovative practices for students with sensory processing needs who are teenagers and young adults at Lakeland School.
- Attend EduClimber webinar (software to collect data on student behavior and academic progress). Software is compatible with Skyward database.
- Member of Walworth County Deferred Compensation Committee to centralize and select one record keeper for 403b investors/employees.
- Administrative team revamps the LYou student worker program to move toward ending paid experiences from Lakeland School as the "employer". Move to a "WAVE" team concept that stands for work activities and vocational experiences for all of the adult students. No student work permits will be issued after December 31, 2018 to avoid any confusion that the school is responsible for locating paid employment for students.
- Work with head nurse from Lakeland Healthcare Center to create DNR (Do Not Resuscitate) protocol for staff to follow on student in this school.
- Testify in guardianship hearing of Lakeland School student and also provide an affidavit for the same family verses Walworth County and HHS staff lawsuit. Lawsuit against the County is dismissed.
- Work with Human Resource Director to review and revise the employee PTO benefit language as it applies to the Lakeland School employees.
- Meet with HHS administrative team to discuss emergency detention protocol for individuals with autism.
- Manage parent phone calls, bus write-ups and student office referrals during Mr. Conrardy's medical leave in late November and early December.
- Lakeland School receives dollars from the School Safety Grant to shore up school security in the main entrance of the facility.

### COMMUNITY CONNECTIONS AND POSITIVE PROMOTIONS

Provided school tours and program presentations to families and school districts with interest or possible transfer requests (visitors from UW Whitewater, Aurora Health Care, Shepard's College, Sheridan Ellsworth family, Beloit Turner and Wilmot School Districts, Walworth County Historical Society members, and the CEO/Executive Director from WMMIC (Walworth County Insurance provider). Attend two Trauma-Informed Care training workshops. Host Sheridan D. Ellsworth Dedication/Founder's Day event. Work with FOLS staff to organize and develop a historical timeline of Lakeland School and the evolution of special education in Walworth County. Present historical scrapbook and a copy of the school's timeline to the Walworth County Historical Society. Students and staff participate in Fall Carnival to benefit Tree House Child and Family Center. FOLS assists students harvesting the "garlic garden" next to secondary playground. FOLS provides maintenance on all bikes and pays for necessary repairs. Two Lakeland School students selected to attend the National Summer Special Olympics in Seattle, WA. Attend send-off rally in Madison to support the athletes and their families. Lakeland School student selected to sing the National Anthem at the Wisconsin Summer Olympic Games in Stevens Point. Host Father-Daughter and Mother-Son dance sponsored by the PAC (parent group). Work with journalist from the Janesville Gazette on article about FOLS and their contributions to Lakeland School. ARC hosts 6<sup>th</sup> annual alumni party/Sixty-three alumni attend event. Dinosaur tree planted in courtyard in honor of Sheridan D. Ellsworth. Organize and host staff appreciation event, "It's Your Lucky Day". Provide senior year photo experience for students in the 2019 graduating class. Staff volunteer their time and talents to produce a "memory stick" for families who cannot afford or choose not to pursue a professional photographer. LSYou staff introduce students to Walworth County's Wall-to-Wall service for independent transportation options. "Anonymous" donor steps forward who would like to purchase new uniforms and warm-ups for the basketball teams. Administration team organizes parent resource fair for families who are transitioning into adult services as their child ages out of Lakeland School. Attend Whitewater Kiwanis Club for the "Parade of Checks" and receive their donation to Lakeland School. Attend Miss Remarkable Pageant in Janesville, where three Lakeland School students participate in the event. One of the students is crowned Miss Remarkable. Lakeland School to offer branch office for mental health services for students and families to access during the school day. Lands End Clothing works with Lakeland School families willing to have children with disabilities try on and give feedback to a new adaptive clothing line. Lakeland School hosts first annual Special Person Lunch Week.

### Additional Artifacts

During year Seventeen, these noteworthy events occurred:

- 1) New Occupational Therapist, P.E. Teacher, Early Childhood Teacher, and four classroom teachers. Additionally a new Food Service Manager/Cook started in August and a different DPW facility maintenance staff person was assigned to the school during the summer months and now is assigned indefinitely.
- 2) Staff Handbook and Parent/Student Handbook go electronic and are also now posted/archived on the school's website.
- 3) Student/staff Incident Reports rose from 263 reports/62 students in the 2016-17 school year to 327 reports/41 students in the 2017-18 school year. Although fewer students were involved, the number of incidents increased.
- 4) Durham Bus (L. Geneva) has an incident in July due to other driver error. Bus backed into by forklift as it was turning a corner. Property damage to bus, but no student injuries.

- 5) Mechanical work done on wheelchair lift for school van early fall. One week later, school van in parking lot accident in Lake Geneva. Lakeland School driver at fault. Both vehicles are damaged and claims were made to insurance provider.
- 6) Water damage to the MAC (Movement, Agility, and Coordination) Room and equipment due to a water heater failure in the upstairs mechanical room. Insurance claim made to replace equipment and make repairs to room.
- 7) Two school "soft lockdown" incidents occur. One related to a Walworth County resident with mental health concerns and threats against school settings. The other related to a rodeo bull loose in the cornfields behind the school and was considered dangerous.
- 8) Create "Code Red" team for Vocera communications for student who has a DNR (Do Not Resuscitate) Order that may occur during the school day. Create plan of action for team if this order occurs.
- 9) Adjust serving portions/eliminate seconds of main entrée items in the school nutrition program due to DPI audit report. Students will be encouraged to accept unlimited fruit or vegetable servings if they desire additional food. Parents/students must pay for additional entrées if they desire extra servings.
- 10) Convert Indoor Recess Room in the Middle School Department to an age appropriate sensory break room for students who are experiencing dysregulation or simply need to take a break.
- 11) School Nurse administers flu shots on behalf of Walworth County Public Health. Four staff have significant adverse reactions and are required to seek additional medical attention. Reactions are reported to Public Health and to VAERS (Vaccine Adverse Event Reporting System). Lakeland School will no longer serve as an option for an employee vaccination site.
- 12) Sewage backup two times in the PT/OT bathroom and hallway. Unable to determine cause. Both incidents required DPW to come and cleanup and for KAS (cleaning services) to disinfect the area.
- 13) Raise summer school fees from \$30.00 to \$40.00 moving forward in 2019.
- 14) Move from CPI (Crisis Prevention Intervention) to Handle With Care when dealing with students who are having behavior struggles. Lakeland School no longer has to rely on an outside vendor for retraining purposes as we have staff who are certified trainers and this new approach help staff create and maintain safer, more caring environments by using preventative actions that result in a decreased need for physical restraint of the student.
- 15) Have "Phishing" scam impact Lakeland School email accounts and email contacts. Work with Corporation Counsel to correct email breach.
- 16) Offer LSYou students and alumni the option of a school formal dinner/dance instead of attending the School's Prom. This avoids the possibility of mixing minor students with "adult" students and any potential relationship issues. Event was held at Delavan's American Legion Hall and was well attended. FOLS helps finance the event.
- 17) Direct TV updates 21 receivers in the classrooms at no cost to the school.

- 18)** High Cost Initiative reimbursements will provide a return of 90% of costs above the \$30,000 thresh hold. Previous rate was at 70% of the costs. State has finally reached the "promised" level of reimbursement since inception of initiative.
- 19)** Centralized iPad storage with charging capabilities within each department to provide better security management of the devices. Historically, devices were being lost, stolen, or uncharged due to inconsistent "local" management.
- 20)** Experienced earliest ever snow day on November 26<sup>th</sup>, with over 8 inches reported in the southeastern portion of the County. All but two of the fifteen schools are closed for the day.

# LSYOU BREW 2 U CAFÉ

## WHEN DOES IT BEGIN

**Tuesday, January 22 and Thurs-  
day, January 24, 2019**

## WHERE

**Walworth County Government  
Center Lobby**

**100 W Walworth St, Elkhorn, WI 53121**

**FEATURING • Berres Bros. Coffee • Tea • Hot Cocoa •**

**LAKELAND SCHOOL'S LSYOU ADULT  
PROGRAM**

**HOT AND COLD  
BEVERAGES**

## PRICE

**All items are free of  
charge**

**WEEKLY TUES-  
DAYS AND  
THURSDAYS**

## TIME:

**9:15-11:15 am**

## SPONSORS

**FOLS (Friends of Lakeland  
School)**

**Geneva National**

**Berres Brothers Coffee  
Roasters**

## BENEFITING

**Anyone that enjoys coffee,  
tea and helping students  
learn to be successful.**





# YOU'RE INVITED!

## WHO SHOULD ATTEND:

Employers, family members, educators, elected officials, job seekers with disabilities, and organizations/agencies serving job seekers with disabilities

## WHEN:

Tuesday, January 22, 2019  
7:30am to 9:30am

## WHERE:

Matheson Memorial Library  
101 N Wisconsin St, Elkhorn, WI 53121

## AGENDA:

- 7:30am – 8:00am Networking & Complimentary Breakfast
- 8:00am – 8:30am Welcome & Employment Success Stories
- 8:30am – 9:15am Resources, Solutions and Next Steps: Group Discussion
- 9:15 – 9:30am Wrap Up

# JANUARY 22, 2019 FINDING WORKFORCE SOLUTIONS

## A Community Forum & Breakfast

Businesses have workforce needs and people with disabilities have the skills and desire to work. Join the discussion and make connections!

- Find business solutions and resources to meet workforce needs
- Learn how hiring people with disabilities will improve your bottom line
- Make connections with community members interested in the same issue
- Help our community become more diverse, inclusive and welcoming for people with disabilities



## REGISTRATION INFORMATION: Registration Deadline is January 16, 2019

### By Email:

[kimbrady@vipservices-inc.org](mailto:kimbrady@vipservices-inc.org)

### Online:

<https://findingworkforcesolutions.splashthat.com/>

### Or Call:

1-262-723-4043 ext. 136