

1. Children With Disabilities Education Board January 20, 2021 Agenda

Documents:

[JANUARY 20, 2021 CDEB AGENDA.PDF](#)

2. January 20, 2021 Children With Disabilities Education Board Meeting Packet

Documents:

[JANUARY 20, 2021 CDEB PACKET.PDF](#)

3. Children With Disabilities Education Board January 20, 2021 Distributed At Meeting

Documents:

[JANUARY 20, 2021 CDEB HANDOUTS AT MEETING.PDF](#)



Walworth County Children with Disabilities Education Board
Wednesday January 20, 2021 4:30 p.m.
Walworth County Government Center, County Board Room 114
100 West Walworth St, Elkhorn, WI
Committee Members

Dave Weber – Chair, – Brian Holt Secretary,
Kathy Ingersoll, Supervisor – Joseph Schaefer, Supervisor – Ken Monroe, Supervisor

Children with Disabilities
Education Board

Sign language interpreters for the deaf are available if requested in advance

(Posted in compliance with Sec. 19.84, Wis Stats.)

Note: All agenda items are subject to action.

**NOTICE: DUE TO THE CONTINUING PUBLIC HEALTH EMERGENCY,
THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE
ATTENDANCE BY COMMITTEE MEMBERS.**

The Walworth County Government Center remains open, but in-person attendance will be severely limited due to State imposed restrictions on group meeting sizes. **ALL INDIVIDUALS ARE STRONGLY ENCOURAGED TO WATCH THE MEETING STREAMING LIVE AT <https://mediasite.co.walworth.wi.us/Mediasite/Play/4357e8ee66814aeda09f59c5924a87281d>** Individuals wanting to provide a Public Comment can do so remotely by telephone, but must contact the County Administrator's Office at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes CDEB Meeting November 18, 2020 pp 1 - 3
6. Public Comment Period
7. New Business
 - a) Space Availability for Open Enrollment Requests 2021-2022 pp 4-8
 - b) Wisconsin Statutes 118.22 Renewal of Teacher Contracts pp 9-10
 - c) Establishing School Year Calendars
8. Reports and Correspondence
 - a) CDEB Chair

 - b) CDEB Director
 - Emergency Drill Report pg 11
 - Special Olympics Update
 - COVID-19 Update
9. Set time and date of next meeting –February 17, 2021
10. Adjournment

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 14, 2021



Children with Disabilities
Education Board

Memorandum

To: WCCDEB Supervisors

Cc: Mark Luberda, County Administrator

From: Tracy L. Moate, Director WCCDEB

Date: January 14, 2021

Re: WCCDEB Meeting Agenda Items

Your agenda for this month involves three items of new business and some ongoing updates of happenings at Lakeland School.

- Wisconsin Statute 118.51(5)(a)1 provides that school boards establish the school's space availability numbers relating to special education enrollment in the January meeting. This allows nonresident school districts to make space determinations for open enrollment purposes. Although we do not accept open enrollment requests directly at Lakeland School, we must be prepared to answer any requests that Walworth County School Districts may present to the CDEB. I will prepare that packet of information for the CDEB meeting.
- I included a copy of the Wisconsin Statute 118.22 that addresses the renewal of teacher contracts. In hopes of getting a start on filling any potential vacancies for the 2021-22 school year, I would like to discuss a potential timeline for sending out the written notices of renewal.
- It is time to start planning ahead for the upcoming school year(s) and this starts with establishing our school calendar. I would like to bring forward proposals for the next school year and will be seeking your input and approval of this calendar.
- Finally, in Reports and Correspondence, I would like to share a few items. Those handouts are also included or will be distributed at our meeting.
- Thank you and enjoy your weekend!

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, November 18, 2020 at 4:30 p.m.
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

Chair David Weber called the meeting to order at 4:40 p.m.

Roll call was conducted and the following members were present either in person or remotely: Chair David Weber, Secretary Brian Holt, Supervisors Kenneth Monroe, Kathy Ingersoll, and Joseph H. Schaefer. A quorum was declared.

County Staff: County Administrator Mark W. Luberda; Director of Special Education Tracy Moate; Director of Curriculum and Instruction Holly Smith; and Corporation Counsel/Director of Land Use Resource Management (LURM) Michael Cotter.

On motion by Secretary Holt, second by Supervisor Schaefer, the agenda was approved with no withdrawals.

On motion by Supervisor Monroe, second by Supervisor Ingersoll, the September 16, 2020 Children with Disabilities Education Board meeting minutes were approved.

Public Comment – There was none.

New Business

7a. Modify Student Count Days in 2020-2021 Calendar

Director of Special Education Tracy Moate confirmed that all members were in receipt of the Lakeland School/Walworth County CDEB 2020-2021 School Year Calendar. Moate provided an overview of the previously approved calendar and instructional minutes, which included the expectations from the Department of Public Instruction (DPI). She reported there has been a rise in COVID situations amongst students and staff, which required Lakeland School to resort to a virtual instruction platform. It is anticipated the students will return to normal instruction on November 30th. Moate noted the intent is to adjust the calendar allowing staff to have two days of planning in order to prepare and enter into the virtual instruction platform. The two days on the current calendar represents those days as face to face instruction. Instead instruction has been suspended with the students and those two days have been turned into in-service days. Moate recommended modifying the current school year calendar to move those two days to represent in-service days and then making two later dates to full days to make up for the instructional minutes for the students. There are early releases on November 30th and February 26th with staff in-service for the rest of the day, which are now being turned into full instruction dates. Moate requested permission, somewhat after the fact, to modify the school calendar to make those corrections. **Supervisor Monroe offered a motion, second by Secretary Holt, to approve the modified Lakeland School/Walworth County CDEB 2020-2021 School Year Calendar. Motion carried 5-0.**

Reports and Correspondence

8a. CDEB Chair – There was none.

8b. CDEB Director

➤ COVID Update

Moate gave a brief overview and provided statistics from Lakeland School's version of a dashboard that was created to track data relative to COVID. Moate stated Lakeland School continues to provide a safe and relatively healthy environment, but is struggling with the dependence of voluntary compliance with quarantines. She reported the inability to fully staff the classrooms is causing the school to move to the virtual instruction platform. Also, Public Health has provided preliminary information that Walworth County was moving into Phase I, which recommends moving to virtual instruction. Moate noted the difficulties of virtual instruction for staff and the families. She briefly explained that special education is driven by Free Appropriate Public Education (FAPE), which requires face to face learning and may require a hybrid model including both virtual and/or face to face instruction.

County Administrator Mark W. Luberda noted at the Health and Human Services meeting today it was determined that Walworth County is at Phase I of the matrix. The guideline/recommendation document recommends schools move to virtual instruction. Each school is required to make that conclusion using data relative to their school district. Because Lakeland School is different than other schools, Moate will need to evaluate the situation, while taking into consideration the needs required for her children and staff. This may require a hybrid model, unless the Board determines otherwise.

Discussion then focused on potential future changes to the Lakeland School/Walworth County CDEB 2020-2021 School Year Calendar and the flexibility in adjusting/restoring the hours for instruction; potential increase in number of COVID cases by allowing staff and students to stay at home; and the continued expectation that should Lakeland School move to the whole virtual model there will be days staff will be working from home and other days when they will be reporting to school with the mindset of the Public Health guidance of 25% capacity within the building.

➤ Virtual Learning Platform – Presented by Holly Smith, Director of Curriculum & Instruction
Moate introduced the Director of Curriculum and Instruction Holly Smith and briefly summarized her work experience and education. Smith stated the Lakeland School Distant Learning Expectations Guide found on Pages 6-9 of the packet is merely for reference purposes. She then distributed and briefly explained the Distant Learning Paraprofessional Schedule, which models and mirrors the Distant Learning Teacher Schedule found on Page 10; Lakeland School Distant Learning Plan; and Job Duties Comparison. Discussion then focused on the level of responsibility to the out-of-district tuition students; the mileage reimbursement budget that will cover expenses incurred relative to delivery of materials; and how the change in duties will actually help train the Paraprofessionals and aid in retention.

➤ Emergency Drill Report
Moate stated Lakeland School continues to perform emergency drills whether they are conducted face to face or virtually and provided an overview of the Fire/Evacuation Drill found on Page 11.

➤ Update on School Lunch
Moate stated back in September the Board approved participation in the Seamless Summer Option (SSO) Program that provides a free lunch to all students with the understanding that the program would run through December 31st or whenever the funds run out. Wisconsin Department of Public Instruction (DPI) has informed Lakeland School that the program will continue to run through the entire school year. Should a virtual or hybrid type of model be entered into, students would respond to their local school district’s lunch program. Moate stated the extension to push the program through the end of the school year has been accepted.

➤ Waffles with Santa & Lakeland School Holiday Program cancelled for December

➤ Picture and Poem by a Former Student’s Mother
Moate spoke briefly regarding the picture and poem (Pages 15-16) expressing appreciation for the ways in which Walworth County and Lakeland School provides for their child and family and helps them feel connected to the community and well served. Moate thanked the Board for their efforts, while Chair Weber reciprocated by expressing the staff and members of Lakeland School are the individuals who earn these types of accolades. Chair Weber confirmed the individuals attending remotely were in receipt of the photo and poem.

Confirmation of next meeting – The next meeting was confirmed for Wednesday, December 16, 2020 at 4:30 p.m.

Secretary Holt requested an email be sent out notifying the Board members, should Lakeland School decide to enter into a virtual instruction platform.

Chair Weber read the poem entitled Priceless Treasure of Walworth County at the request of Supervisor Schaefer. Weber praised the skilled and talented staff of Lakeland School and spoke of the many rewards for having the school located in Walworth County.

Adjournment

On motion by Secretary Holt, second by Supervisor Monroe, Chair Weber adjourned the meeting at 5:30 p.m.

Submitted by Patricia Sommers, Administrative Assistant. Meeting minutes are not considered final until approved by the Children with Disabilities Education Board at the next regularly scheduled meeting.

4

DETERMINING OPEN ENROLLMENT SPACE AVAILABILITY

In January, school boards are required by section 118.51(5)(a)1 of the state statutes to make decisions regarding the availability of space for public school open enrollment students during the next open enrollment application period. Specifically, the board must determine the number of regular education spaces, by grade, and the number of open enrollment special education spaces, by program or services, available for full-time open enrollment.

School officials should start thinking about their decision regarding open enrollment space availability right now in light of possible COVID-19-related issues (e.g., school district COVID-19 education plans, social distancing requirements, staffing issues and concerns). Keep in mind the following:

- If the district sets no space limits, the district will have to accept all full-time open enrollment applications unless they fall under one of the other reasons for rejection under state law.
- If the district's current full-time open enrollment policy states there will be no space limitations on open enrollment but the district realizes that COVID-related issues may affect the district's ability to take on an unlimited number of open enrollment students, the school board may need to review and update the district's open enrollment policy accordingly, otherwise the district must comply with the policy.

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PUBLIC SCHOOL OPEN ENROLLMENT INFORMATIONAL BULLETIN

Bulletin 16-10

January 2017

Special Education Space Determinations and Reasons for Denial for Open Enrollment

This bulletin covers information specific to special education space determinations for open enrollment purposes and specifically covers school board policies, criteria used to determine special education space, the actual designation of available spaces, reasons for denial, and why the criteria selected must be used consistently.

For more general information related to special education and open enrollment, please see [Bulletin-16-05-Special-Ed-and-OE.pdf](#).

Statutory Reference



Wis. Stat. § 118.51(5)(a)1. provides that a nonresident school board shall determine the number of regular education and special education spaces available within the school district in the January meeting of the school board.

Wis. Stat. § 118.51(5)(a)4. provides that a nonresident school board may consider whether the special education or related services described in the child's individualized education program under Wis. Stat. § 115.787(2) are available in the nonresident school district or whether there is space available to provide the special education or related services identified in the child's individualized education program, including any class size limits, pupil-teacher ratios or enrollment projections established by the nonresident school board.

Wis. Admin. Code § PI 36.06(5)(a) provides that at the January board meeting, the nonresident school board shall designate the number of regular education spaces, by grade, and the number of special education spaces, by program or services, in the district using the criteria specified in its policy under Wis. Admin. Code § PI 36.04(2).

School Board Policies

If the nonresident school board wishes to consider whether it has available space in the special education or related services required in the Individualized Education Program (IEP) of pupils seeking to open enroll into the district, the board must specify this in its open enrollment policy as well as the criteria it will consider when making its determinations. The policy may not specify that it cannot provide services to pupils with a specific disability. The policy can only consider the availability of space in special education and/or related services.

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Open Enrollment Program
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Jennifer Danfield
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School Management Services
Tricia Collins, Director
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Criteria for Determining Available Space in Special Education or Related Services

The school board must have criteria for determining whether it has space in any special education or related service. Specific criteria must be applied consistently to ensure decisions about special education space are not arbitrary or unreasonable. Criteria may include:

- Class size limits or pupil-teacher ratios
- Staffing capacity limit, including:
 - The amount of services pupils may need (e.g., minutes/hours, days per week)
 - Class/group size based on intensity of pupil needs (e.g., 1:1, small group, crisis intervention)
 - The type of staff to address various disability-related needs (e.g., special education teacher, pupil services staff, related services, paraprofessional, etc.)
- Projected pupil enrollment and changes to services in pupils' IEPs
- Other considerations concerning availability of space in the special education or related services

Neither state nor federal special education law contain requirements for minimum or maximum space/staffing capacity to provide special education and/or related services. Local school districts are responsible for determining policies and criteria related to space/staff capacity to provide special education services.

The school board's criteria may not include:

- Limits that are based on pupil eligibility category labels (e.g., SLD, Autism, ID)
- Limits that are based on IDEA environment codes (e.g. amount of time in general education classroom, IDEA Env. Code B)
- Limitations related to transportation

Designation of Space

School boards are required to designate the number of regular education and special education spaces available for the next school year. The number of regular education spaces is designated by grade. The number of special education spaces is designated by available special education and related services. Space determinations must only be made and approved by the school board at its January board meeting.

If the board does not intend to deny applicants due to space, it may make that determination and document it in its January board meeting minutes.

Reasons for Denial for Open Enrollment Applicants with IEPs

Both state and federal laws prohibit discrimination against a pupil based on the pupil's physical, mental, emotional, or learning disability. The board also may not deny open enrollment based on the pupil's eligibility for or need of a reasonable accommodation in a Section 504 plan. An application may only be denied if there is no space in the special education or related services required in the pupil's IEP or if the special education or related services are not available in the nonresident district.

The nonresident school board may not deny a pupil's open enrollment because the pupil has a specific disability. The board must examine the pupil's IEP to determine whether it has space in the specific special education or related services required by the pupil's IEP. The board may not make any assumptions about the special education or related services the pupil needs based on the identified disability. The board must review each applicant's IEP and individually consider whether space is available in the specific special education and related services required by the pupil's IEP.

Even if the district's special education and related services are at capacity, the school board may not deny a pupil's open enrollment without a specific review of the pupil's IEP. The board must provide the special education and related services required in the pupil's IEP in its entirety. If the board cannot do so, it may deny the application.

In addition, the school board cannot deny an application on the basis that transportation is required in the pupil's IEP. Wis. Stat. § 118.51(14)(a)2. states that if a pupil with a disability has transportation required in their IEP, the nonresident district must provide such transportation.

Under Wis. Stat. § 118.51(5)(a)6, a nonresident school board may, but is not required to, deny an application for a child that has been referred for an initial special education evaluation that has not been completed. If the nonresident school board approves the open enrollment application, the nonresident district should complete the evaluation, and if the pupil is found eligible, develop an initial IEP and determine if it has available the special education and related services to provide a placement. If the nonresident district does not have available the special education and related services, it may terminate the open enrollment. The resident district would then be responsible for adopting or revising the IEP and offering a placement to implement the IEP.

If a pupil has been found sometime in the past to have a disability, but does not have a current IEP, the nonresident school board's decision must be based on the availability of special education and related services required by the most recent IEP. If the IEP cannot be obtained for the pupil, the nonresident school board must review the most recent evaluation for the pupil and, based upon that review, develop an IEP and determine whether it has available the special education and related services to provide a placement. If neither an IEP nor an evaluation is available, the pupil should be considered a nondisabled pupil and the pupil's application must be considered using the criteria for nondisabled pupils.

If a pupil has an IEP developed or revised after attending the nonresident school district, the nonresident district may consider whether it has available the special education and related services required by the pupil's revised IEP. If it does, the nonresident district must implement the pupil's IEP as written. If it does not, the nonresident district may, but is not required to, notify the parent and resident district that the open enrollment will be terminated and the pupil must return to the resident district.

Pupils who were evaluated and found eligible for special education but whose parents either did not provide consent for initial special education placement, or revoked consent for continuing special education placement, are NOT considered pupils with disabilities for the purpose of open enrollment. Under these circumstances, pupils' open enrollment applications must be considered using the space criteria for nondisabled pupils.

Criteria Must Be Followed Consistently

It is important for a school board to make sure that its criteria is included in its open enrollment policy and to ensure that the criteria is followed exactly and consistently. On appeal, the Department is required to affirm a school board's decision unless the Department finds that the decision was arbitrary or unreasonable. This means that the Department will most likely uphold a decision if both of the following are true:

- The school board's policy and criteria are in compliance with state law and are neither arbitrary nor unreasonable.
- The school board properly and consistently applied its policy and criteria, and followed state law and its policies in determining which applications will be approved and denied.

Some examples of actions that have been found to be arbitrary or unreasonable include:

- The school board did not follow the open enrollment law.
- The school board did not have the required policy upon which the decision was made.
- The school board used criteria that were arbitrary or unreasonable.

- The school board did not follow its policy, was inconsistent in following its policy, or made arbitrary or unreasonable exceptions to its policy.
- The school board did not establish the number of special education spaces available in the district. Instead, the board limited the number of pupils it would accept based on the pupils' identified disability.

118.22 Renewal of teacher contracts.

(1) In this section:

- (a) "Board" means a school board, technical college district board, board of control of a cooperative educational service agency or county children with disabilities education board, but does not include any board of school directors in a city of the 1st class.
- (b) "Teacher" means any person who holds a teacher's certificate or license issued by the state superintendent or a classification status under the technical college system board and whose legal employment requires such certificate, license or classification status, but does not include part-time teachers or teachers employed by any board of school directors in a city of the 1st class.

(2) On or before May 15 of the school year during which a teacher holds a contract, the board by which the teacher is employed or an employee at the direction of the board shall give the teacher written notice of renewal or refusal to renew the teacher's contract for the ensuing school year. If no such notice is given on or before May 15, the contract then in force shall continue for the ensuing school year. A teacher who receives a notice of renewal of contract for the ensuing school year, or a teacher who does not receive a notice of renewal or refusal to renew the teacher's contract for the ensuing school year on or before May 15, shall accept or reject in writing such contract not later than the following June 15. No teacher may be employed or dismissed except by a majority vote of the full membership of the board. Nothing in this section prevents the modification or termination of a contract by mutual agreement of the teacher and the board. No such board may enter into a contract of employment with a teacher for any period of time as to which the teacher is then under a contract of employment with another board.

(3) At least 15 days prior to giving written notice of refusal to renew a teacher's contract for the ensuing school year, the employing board shall inform the teacher by preliminary notice in writing that the board is considering nonrenewal of the teacher's contract and that, if the teacher files a request therefor with the board within 5 days after receiving the preliminary notice, the teacher has the right to a private conference with the board prior to being given written notice of refusal to renew the teacher's contract.

History: 1971 c. 154; 1981 c. 223; 1983 a. 189; 1993 a. 399, 492; 1995 a. 27 s. 9145 (1); 1997 a. 27, 164; 2011 a. 10, 114.

Notice of intent not to renew that part of a contract providing extra pay for extra work as a coach is not necessary.

Richards v. Sheboygan Board of Education, 58 Wis. 2d 444, 206 N.W.2d 597 (1973).

Under the facts of the case, the failure to timely provide notice of the right to a private conference under sub. (3) did not provide sufficient grounds to issue a writ of mandamus. *Rawhouser v. CESA No. 4*, 75 Wis. 2d 52, 248 N.W.2d 442 (1977).

In the absence of evidence of a school board's bias, the trial court had no jurisdiction to hold a de novo hearing regarding the competence of a teacher facing nonrenewal under sub. (3). *Naus v. Sheboygan Falls Joint School District No. 1*, 76 Wis. 2d 104, 250 N.W.2d 725 (1977).

Arbitration was proper under a "discharge and nonrenewal" clause in a collective bargaining agreement when the school board did not offer teacher a second contract after rejecting a contract that was signed and returned by the teacher with the title "probationary contract" crossed out. *Jefferson Joint School Dist. No. 10 v. Jefferson Education Association* 78 Wis. 2d 94, 253 N.W.2d 536 (1977).

Under sub. (2), a board has the exclusive right to hire and fire a teacher. Due process does not require that the board be an impartial decisionmaker. *Hortonville Education Association v. Hortonville Joint School District No. 1*, 87 Wis. 2d 347, 274 N.W.2d 697 (1979).

An employment contract that recites that a teacher's employment will not be renewed cannot be construed as a waiver of rights granted by this section. There is a presumption of good faith applicable to a board's decisions. *Faust v. Ladysmith-Hawkins School Systems*, 88 Wis. 2d 525, 277 N.W.2d 303, 281 N.W.2d 611 (1979).

The layoff of a teacher is not the equivalent of a "refusal to renew" when a collective bargaining agreement under s. 111.70 contains layoff provisions incorporated in the teacher's contract. *Mack v. Joint School District No. 3, Hales Corners*, 92 Wis. 2d 476, 285 N.W.2d 604 (1979).

Arbitrators appointed pursuant to the grievance procedure contained in a collective bargaining agreement properly held a de novo factual hearing to determine whether just cause existed for the school board to terminate a teacher. *Fortney v. School District of West Salem*, 108 Wis. 2d 167, 321 N.W.2d 255 (1982).

A teacher who forgot to accept an employment offer under s. 118.22 (2) and who was consequently terminated did not voluntarily terminate employment under s. 108.04 (7). *Nelson v. LIRC*, 123 Wis. 2d 221, 365 N.W.2d 629 (Ct. App. 1985).

Sub. (2) requires written notice of nonrenewal. A district must follow the explicit written notice requirement. *Sterlinske v. School District of Bruce*, 211 Wis. 2d 608, 565 N.W.2d 273 (Ct. App. 1997), 96-2624.

A "private conference" under sub. (3) on nonrenewal of teacher's contract is a "meeting" within s. 19.82 (2). 66 Atty. Gen. 211. 10

Civil rights; academic freedom; refusal to hire a nontenure teacher for a constitutionally impermissible reason. 1970 WLR 162.

Fairness of a hearing before a school board on nonrenewal of a teacher's contract. 1971 WLR 354.

Menu

Emergency Drill Reporting Form

School: Lakeland School	Date: 12.14.20
Individual Completing Form: Matt Conrardy	Title: Principal
Time Alarm Sounded: 9:35am	Time Drill Concluded: Varied by Department

Type of Drill:	Notification/Alert Method:	Weather Conditions:	Participants:
<input type="radio"/> Fire/Evacuation <input checked="" type="radio"/> Lockdown <input type="radio"/> Soft Lockdown <input type="radio"/> Tornado <input type="radio"/> Other _____	<input type="radio"/> Bell/Alarm <input checked="" type="radio"/> Intercom <input type="radio"/> Vocera <input type="radio"/> Phone <input type="radio"/> Megaphone <input type="radio"/> Siren <input type="radio"/> Other _____	<input checked="" type="radio"/> Clear <input type="radio"/> Cloudy <input type="radio"/> Rain <input type="radio"/> Windy <input type="radio"/> Snow/Sleet <input type="radio"/> Hail	<input checked="" type="radio"/> School Admin. <input checked="" type="radio"/> Teachers/TAs <input checked="" type="radio"/> Custodial <input checked="" type="radio"/> Students <input type="radio"/> Police <input type="radio"/> Fire <input type="radio"/> Other _____
Timing of Drill:	Problems Found:	Check All That Apply:	Lockdown:
<input type="radio"/> Before School <input checked="" type="radio"/> During Classes <input type="radio"/> Passing Time <input type="radio"/> Recess <input type="radio"/> Lunch <input type="radio"/> Assembly <input type="radio"/> After School <input type="radio"/> Other _____	<input type="radio"/> Alarm not heard <input type="radio"/> Students Confused <input type="radio"/> Congestion in Hallways <input type="radio"/> Prolonged Evacuation <input type="radio"/> Other _____	<input type="radio"/> Staff unsure of responsibilities <input type="radio"/> Weather Issues <input type="radio"/> Students Unaccounted <input type="radio"/> Noise Issues <input type="radio"/> Vocera Communication <input type="radio"/> Other _____	<input type="radio"/> Unable to lock doors <input checked="" type="radio"/> Doors left open <input type="radio"/> Lights left on <input type="radio"/> Staff and students visible <input type="radio"/> Blinds left open <input type="radio"/> Other _____

Brief Summary of the Emergency/Drill:

We administered our first Stop & Think lockdown drill of the year. It was a great review for both staff and students, especially the new staff and new students. The Stop & Think drill allowed for staff and students to review the action plan they would follow in case of an actual lockdown. While reviewing their plan, two classrooms realized that the classroom doors were left unlocked. This was a great reminder to always check and see that the door is locked after you enter a classroom. This information will be shared with all staff in this week's Friday Forum.

LAKELAND SCHOOL ENROLLMENT HISTORY - SPACE AVAILABILITY

DETERMINATION/DEPARTMENTS

	EARLY CHILDHOOD	KINDERGARTEN	PRIMARY	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL 1	HIGH SCHOOL 2	LSYOU	TOTAL ENROLLMENT
2010-11									
1-Sep	26	6	25	18	39	45	28	16	203
1-Feb	36	5	25	19	41	44	31	15	216
1-Jun	42	4	25	18	40	45	27	14	215
2011-12									
1-Sep	24	10	19	19	30	53	30	15	200
1-Feb	38	8	22	21	30	53	30	15	217
1-Jun	41	8	23	22	30	53	30	15	222
2012-13									
1-Sep	18	13	10	31	38	41	42	19	212
1-Feb	25	13	11	32	40	44	42	19	226
1-Jun	34	12	12	31	41	43	42	19	234
2013-14									
1-Sep	21	12	17	27	38	48	36	26	225
1-Feb	26	12	16	30	39	48	35	25	231
1-Jun	34	11	17	31	41	48	35	25	242
2014-15									
1-Sep	15	9	18	27	37	37	44	37	224
1-Feb	20	10	18	31	39	38	45	35	236
1-Jun	24	9	19	31	40	38	44	34	239
2015-16									
1-Sep	15	4	18	23	45	33	46	24	208
1-Feb	24	4	20	26	49	33	46	23	225
1-Jun	29	3	20	26	49	33	46	24	230
2016-17									
1-Sep	7	7	10	29	43	29	39	39	203
1-Feb	8	8	12	30	44	29	37	36	204
1-Jun	8	8	11	31	43	29	37	34	201
2017-18									
1-Sep	5	2	9	33	38	31	29	43	190
1-Feb	7	3	10	34	36	30	27	42	189
1-Jun	9	3	11	33	38	29	27	42	192
2018-19									
1-Sep	7	2	9	23	30	34	27	40	172
1-Feb	8	1	9	23	31	35	27	39	173
1-Jun	8	1	10	24	32	35	27	39	176
2019-20									
1-Sep	5	4	3	22	32	31	30	37	164
1-Feb	6	5	6	23	34	31	31	36	172
1-Jun	6	5	6	23	34	31	31	36	172
2020-21									
1-Sep	1	5	9	19	36	22	34	28	154
1-Feb	1	7	10	18	36	22	33	25	152
1-Jun									0

Due to COVID-19, the 2020-21 school year offers two learning platform (Face-to Face and Virtual)

LAKELAND SCHOOL ENROLLMENT SUMMARY - SPACE AVAILABILITY-DEPARTMENTS

JANUARY, 2021

	EARLY CHILDHOOD	KINDERGARTEN	PRIMARY	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL 1	HIGH SCHOOL 2	LSYOU	TOTAL
CAP	14	10	20	30	40	32	40	40	226
CURRENT ENROLLMENT	1	7	10	18	36	22	33	25	152
ANNUAL DISTRICT TRANSFERS (AVERAGE)	4	1.5	1.5	3	1.5	2	1	0	14.5
(PENDING) TRANSFERS TO DATE	2	2	1	0	6	0	0	0	11
EMPTY RESERVED SEATS FOR DISTRICTS	6	1.5	1.5	3	0	2	1	0	15
CURRENT ENROLLMENT + RESERVED SEATS	7	8.5	11.5	21	36	24	34	40	182
SPACE AVAILABLE FOR NON- RESIDENT REQUESTS	7	2.5	9.5	9	4	8	6	0	46

SEATS NOT AVAILABLE IN LSYOU DUE TO "NO TRANSFER" PRACTICE INTO ADULT PROGRAM WITHOUT PRIOR ATTENDANCE IN HIGH SCHOOL 2 DEPARTMENT

LAKELAND SCHOOL | WCCDEB 2021-22 CALENDAR **DRAFT** 1

Student **Teacher**
August 2021 **(3.5)**

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

24th-26th Inservice | Work Days | 3
25th Meet the Teach Night | .5

Student **Teacher**
(20) February 2022 **(20)**

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

25th Early Dismissal

(21) September 2021 **(22)**

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

1st First Day for Students
6th Labor Day Holiday
30th Early Dismissal

(19) March 2022 **(19)**

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

4th End of 2nd Trimester | 60 days
25th Early Dismissal

(20) October 2021 **(20)**

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

28th Early Dismissal

(19) April 2022 **(20)**

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

1st Vacation | No Count
15th Good Friday Holiday
28th Parent | Tchr Conf pm | 1.5
29th Parent | Tchr Conf am | .5
29th No School
25th Early Dismissal

(19) November 2021 **(20)**

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

18th Parent | Tchr Conf pm | 1.5
19th Parent | Tchr Conf am | .5
19th No School
25th Thanksgiving Holiday
25th & 27th Vacation | No Count
30th End of 1st Trimester | 60 d

(21) May 2022 **(22)**

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

18th Early Dismissal
30th Memorial Day Holiday

(16) December 2021 **(17)**

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

24th Christmas Holiday

(5) June 2022 **(5.5)**

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

7th End of 3rd Trimester | 60 days
7th Last Student Day

(20) January 2022 **(21)**

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

July 2022

M	T	W	T	F
				1
6	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Total Inservice Days 5.0
Total Paid Holidays 5.0
Total Student Days 180.0

Total Contract Days 190.0
Check figure 190.0

- Inservice | Work Day | Contract Days = 5
- Holiday | Contract Days = 5
- Parent | Teacher Conferences
- Early Dismissal Day
- Vacation | No Count
- End of Trimester
- Snow Make Up Days as Needed

LAKELAND SCHOOL | WCCDEB 2021-22 CALENDAR **DRAFT** 2

Student	August 2021					Teacher
	M	T	W	T	F	(3.5)
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23					27
	30	31				

24th-26th Inservice | Work Days | 3
25th Meet the Teach Night | .5

Student	February 2022					Teacher
(20)	M	T	W	T	F	(20)
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28					

25th Early Dismissal

(21)	September 2021					(22)
	M	T	W	T	F	
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30		

1st First Day for Students
6th Labor Day Holiday
30th Early Dismissal

(18)	March 2022					(18)
	M	T	W	T	F	
		1	2	3	4	
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		

4th End of 2nd Trimester | 60 days

21st-25th Vacation | No Count
28th Early Dismissal

(20)	October 2021					(20)
	M	T	W	T	F	
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

28th Early Dismissal
29th Fall Break | No Count

(20)	April 2022					(21)
	M	T	W	T	F	
					1	
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

15th Good Friday Holiday
28th Parent | Tchr Conf pm | 1.5
29th Parent | Tchr Conf am | .5
29th No School
25th Early Dismissal

(19)	November 2021					(20)
	M	T	W	T	F	
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
	29	30				

18th Parent | Tchr Conf pm | 1.5
19th Parent | Tchr Conf am | .5
19th No School
25th Thanksgiving Holiday
26th-27th Vacation | No Count
30th End of 1st Trimester | 60 d

(21)	May 2022					(22)
	M	T	W	T	F	
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				

18th Early Dismissal
30th Memorial Day Holiday

(16)	December 2021					(17)
	M	T	W	T	F	
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30	31	

22nd-23rd Winter Break | No Count
24th Christmas Holiday

(5)	June 2022					(5.5)
	M	T	W	T	F	
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
	20	21	22	23	24	
	27	28	29	30		

7th End of 3rd Trimester | 60 days
7th Last Student Day

8th-13th Work Days | No Count

(20)	January 2022					(21)
	M	T	W	T	F	
	3	4	5	6	7	
	10	11	12	13	14	
	17	18	19	20	21	
	24	25	26	27	28	

31st Inservice | Work Day | 3.5

July 2022						
	M	T	W	T	F	
					1	
	6	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	

Total Inservice Days 5.0
Total Paid Holiday s 5.0
Total Student Days 180.0

Total Contract Days 190.0
Check figure 190.0

Inservice | Work Day | Contract Days = 5
Holiday | Contract Days = 5
Parent | Teacher Con ferences
Early Dismissal Day
Vacation | No Count
End of Trimester
Snow Make Up Days as Needed