

1. February 19, 2020 Children With Disabilities Education Board Agenda

Documents:

[FEBRUARY 19, 2020 CDEB AGENDA.PDF](#)

2. February 19, 2020 Children With Disabilities Education Board Packet

Documents:

[FEBRUARY 19, 2020 CDEB PACKET.PDF](#)



Walworth County Children with Disabilities Education Board
Wednesday February 19, 2020 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

*(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 CDEB Meeting January 22, 2020 pp 1 & 2
6. Public Comment Period
7. Unfinished Business
 - a) CA Counseling Branch Office
8. New Business
 - a) Retirement of the Director of Curriculum & Instruction
 - b) RevTrak Payment System Usages
9. Reports and Correspondence
 - a) CDEB Chair

 - b) CDEB Director
 - Special Olympics Update
 - Lakeland School Talent Show February 21, 2020 @ 1:00 pm
10. Set time and date of next meeting – March 18, 2020 @ 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 February 13, 2020

Memorandum

To: WCCDEB Supervisors

Cc: Mark Luberda, County Administrator

From: Tracy L. Moate, Director WCCDEB

Date: February 13, 2020

Re: WCCDEB Meeting Agenda Items

We have a short order of business this month...

- I would like to give you an update regarding the CA Counseling Branch Office proposal. Follow up communications have yet to occur as of today's date.
- Rosemary Gardner, Lakeland School's Director of Curriculum and Instruction has announced her retirement for the end of this school year. I would like to present her letter of retirement/appreciation to you.
- To provide our families the opportunity to pay their student activity fee and lunch payment, we have added a module to our student database, Skyward. The RevTrak Electronic Payment System will interface with Skyward upon implementation of the Family Access Module. That contract had been fully executed. There is a 3.62% service fee to the customer to utilize this electronic transaction. With that being said, I would like your input in regards to using this same system with our fundraising events. We have experienced individuals in past events who came with the intention of buying or supporting the event, but did not anticipate that check or cash were the only options to participate.
- Please refer to the "Reports and Correspondence" section to see some additional items I would like to share with you.
- Have a nice weekend!

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, January 22, 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 4:57 p.m.

Roll call confirmed the following members were present: Chair David Weber, Secretary Charlene Staples, and Supervisors Ken Monroe and William Norem. Supervisor Kathy Ingersoll was absent. A quorum was declared.

Others in Attendance:

County Board Supervisors: County Board Chair Nancy Russell

County Staff: Director of Special Education Tracy Moate; County Administrator Mark Luberda; Advisor to County Administrator David Bretl; and Senior Project Manager Joe Latocha

Supervisor Monroe offered a motion, second by Supervisor Norem, to approve the agenda with one amendment: 1) Item 8b2, Update on Capital Projects, Pool, Phab Lab, LSYou Brew, to follow Public Comment. The agenda as amended was approved with no withdrawals.

On motion by Supervisor Norem, second by Secretary Staples, the December 11, 2019 Joint Human Resources Committee and Children with Disabilities Education Board meeting minutes were approved.

Public Comment – There was none.

8b2 – Update on Capital Projects, Pool, Phab Lab, LSYou Brew

Senior Project Manager Joe Latocha gave a brief update on the following Capital Projects:

Pool:

- Two pool filters, independent of each pool, were replaced this year with liner free stainless steel filters. Staff has been trained on new use operations and maintenance. There are two valves with minor leakage in the mechanical room. In the best efforts to save money, Public Works (PW) has decided to wait a few months to work with the pool company.
- Resurfacing within the pool area and replacement of the grates along the pool are scheduled for this summer.
- Replacement of the railing pockets and floor grates that circulate the water are scheduled for August.

Gym Divider Wall – Has been postponed until the summer months, due to multiple delays in addition to a vendor mix-up when ordering.

Stem Lab/Sensory Lab – PW will be entering into the bidding process, which will consist of two phases. The construction portion of the project involving the moving of walls, infrastructure, electric, and plumbing will be bid out as a PW. The other aspect is to be covered under a cooperative purchase with Palmer Hamilton, who is known nationwide for their stem labs. This project is scheduled for completion during the summer vacation. Discussion ensued.

Unfinished Business – There was none.

New Business

- Space Availability for Open Enrollment Requests 2020/2021

Director of Special Education Tracy Moate briefly explained the open enrollment process and requirements. Moate distributed a packet of information and gave a brief presentation relative to space availability. The following was highlighted:

- Lakeland School Enrollment History - Space Availability - Determination/Departments
- Lakeland School Enrollment History - Space Availability - Determination/Related Services
- Students with Significant Health Concerns/Needs
- Maximum Projected Number of Students in Receiving Class for Placement Purposes and Maximum Projected Number of Students in Receiving Department

- Transfer Enrollment Projections Per Department
- Students With Significant Behavior Concerns/Needs
- Hearing and Visually Impaired Specialized Instruction and Support Services
- Students with Behavior Intervention Plan or Sensory Escalation Intervention Plan
- Students Who Have "Exited" Lakeland School at End of School Year
- Lakeland School Enrollment Summary - Space Availability-Departments - February, 2020

Moate concluded by stating space availability may not necessarily be available to a student, depending on their specific needs. If one of the departments were to be at capacity, the student would not be eligible. Moate requested approval of the Space Availability Study and numbers as presented for future use.

Supervisor Monroe offered a motion, second by Secretary Staples, to approve the Space Availability Study and numbers. Motion carried 4-0.

- Wisconsin Statutes 118.22 Renewal of Teacher Contracts: Timeline for sending out written notices of renewal
Moate requested permission to begin sending out written notices of renewal prior to the May 15th deadline, potentially the end of February, due to the shortage of teachers and possible vacancies. **Supervisor Norem offered a motion, second by Secretary Staples, to approve the move of the Timeline for sending out written notices of renewal to the end of February. Motion carried 4-0.**

- Establishing School Year Calendars

Moate distributed the Lakeland School/WCCDEB 2020-21 Calendar and gave a brief overview of the calendar process. Teachers were given four calendar options to choose from. There were 29 votes cast with 16 votes approving Calendar C, as presented. Moate recommended adopting Calendar C for the 2021 school year. **Secretary Staples offered a motion, second by Supervisor Norem, to adopt the 2021 calendar as presented. Motion carried 4-0.**

Reports and Correspondence

- CDEB Chair – There was none.

- CDEB Director

- Special Olympics Update

Moate gave a brief update on the winter competitions.

- Update on Capital Projects, Pool, Phab Lab, LSYou Brew

This item was acted upon previously in the meeting.

Confirmation of next meeting – The next meeting was confirmed for Wednesday, February 19, 2020 at 4:30 p.m.

Adjournment

On motion by Supervisor Monroe, second by Secretary Staples, Chair Weber adjourned the meeting at 5:43 p.m.