

1. Agenda

Documents:

[3-20-2019 CDEB AGENDA.PDF](#)

2. Meeting Materials

Documents:

[PACKET 3-20-2019 MEETING.PDF](#)



Children with Disabilities
Education Board

Walworth County Children with Disabilities Education Board
Wednesday March 20, 2019 4:30 p.m.
Walworth County Government Center, County Board Room 114
100 West Walworth St, Elkhorn, WI

Dave Weber – Chair, Ken Monroe - Secretary
Kathy Ingersoll, Supervisor – William Norem, Supervisor – Charlene Staples, 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 February 20, 2019 pp 1 - 3
6. Public Comment Period

7. New Business
 - a) Space Availability Update pg 4
 - b) Union Grove Tuition Request
 - c) LSYou W.A.V.E. Program Guideline pg 5 & 6

8. Reports and Correspondence
 - a) CDEB Chair
 - b) CDEB Director
 - Music Solo Ensemble Results
 - Emergency Drill pp 7 & 8
 - Brady Corp. Product Research Proposal
 - Update on CA Counseling Branch Office
 - Lakeland School Prom, April 26th
 - Lakeland School Fest, May 11th
9. Set time and date of next meeting April 17, 2019 4:30 pm
10. 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 March 14, 2019



Children with Disabilities
Education Board

Memorandum

To: WCCDEB Supervisors
Cc: Dave Bretl, County Administrator
From: Tracy L. Moate, Director WCCDEB
Date: March 14, 2019
Re: WCCDEB March Agenda Items

- Once again, there is a request for tuition consideration to Lakeland School. This request comes from Union Grove School District. I will share the updated Space Availability numbers to guide the discussion.
- The adult program, LSYou, has a long standing history of providing work experiences to Lakeland School's adult students. Many "traditions" or "established" practices have driven how that particular opportunity was provided for the students and if new situations evolved, the strongest opinion usually prevailed in carrying out the mission of the program. I would like to organize and align this program with DPI's expectation (WIOA) for adult programming that transitions students into community-based opportunities. I have included a handout that explains the Workforce Innovation and Opportunity Act (WIOA).
- I would like to update you on two February agenda items that you previously had provided me guidance in moving forward. I have follow-up discussion to share from the Brady Corporation Product Research Proposal, as well as, the CA Counseling Branch Office at Lakeland School.
- Finally, Lakeland School has some upcoming events that you may want to include in your calendar. Please refer to the agenda for the appropriate dates.
- Have a great weekend.

DRAFT

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, February 20, 2019
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 4:32 p.m. by Chair David Weber.

Roll call was conducted. Members present included 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 members: County Board Chair Nancy Russell

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

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

On motion by Supervisor Monroe, seconded by Secretary Staples, the January 16, 2019 Children with Disabilities Education Board (CDEB) meeting minutes were approved by voice vote.

Public Comment – There was none.

Unfinished Business

- Discussion and possible action on the Brady Corporation Product Research
Director of Special Education Tracy Moate said she got an email from Brady Corporation and they are setting up a phone conversation for the near future.

New Business

- Tuition request from Beloit Turner
Moate reported the School received a second request for a tuition student from Beloit Turner. The family will be meeting with staff and touring the School tomorrow. The student formerly attended Lakeland School and would be placed in the Middle School department, where there is space availability. Moate recommended approval of the request. **Secretary Staples made a motion, seconded by Supervisor Norem, to approve the tuition request from Beloit Turner. Motion carried 4-0.**
- Amending 2018-2019 School Calendar due to snow/ice/cold make-up days
Moate said there have been seven snow days thus far this winter. Only three days were built into the 2018-2019 calendar, and two days will have to be made up to meet instructional hour and teacher contract requirements. The administrative team and teachers discussed options and recommended that one day be made up on June 13, which was originally scheduled as teacher check-out. April 11 is parent-teacher conferences, and students would normally attend for only a half day. Staff concurred that it would be a good time to have the students attend all day and add one and a half hours to the school day. Finally, the recommendation is to hold two evenings for family engagement whereby teachers would extend the day by four hours on each evening. Parents would be networking with core staff regarding registering for various summer activities for the kids, and also be provided with information on zones of regulation to manage student behavior at home. Students would engage in educational activities coordinated by

teachers. Administration and staff feel the evening programs would be more productive for both students and parents and promote family engagement. **Supervisor Norem made a motion, seconded by Supervisor Monroe, to approve the recommended amendment to the 2018-2019 School Calendar. Motion carried 4-0.**

- Amending 2019-2020 School Calendar

Moate proposed to add two snow make up days, on a Friday in March and in May, and three late starts in February, March and May. Moate said the late start coincides with Lake Geneva School District's calendar. **Secretary Staples made a motion, seconded by Supervisor Norem, to approve the amendment to the 2019-2020 School Calendar as recommended. Motion carried 4-0.**

- Renewal of Teacher Contracts

Moate included the State Statute regarding teacher contract renewals in the agenda packet. Because of the shortage of qualified special education teachers and the competitive nature of recruiting for those positions, Moate requested to move the date up for notifying current staff of continuing employment for the next school year. If approved by the Board, notices will be issued on March 15, with responses due by April 15. **Secretary Staples moved to approve the recommended change in date, seconded by Supervisor Monroe. Motion carried 4-0.**

Reports and Correspondence

- CDEB Chair – There was none.
- CDEB Director

- Report on 1/15/2019 Emergency Drill

A summary of the emergency drill conducted on January 15th was included with the packet. Principal Conrardy conducted the "Stop and Think" drill, which allows for staff and students to discuss as a group where and how to safely evacuate the building if the fire alarm sounded. **Supervisor Monroe and Secretary Staples moved to accept the report. Motion carried 4-0.**

- Weather related closings

Moate said with the recent weather and multiple day school closings, districts are developing better definitions on when and how the decision is made to close school in bad weather. Moate said Lakeland School is in a difficult position because students come from areas throughout the County, and weather conditions can vary in different areas. She developed language to include in the School handbook on how closings are determined based on snow and ice conditions as well as extreme cold. She added a sentence stating parents have the right to keep their children home if they feel conditions are unsafe. Discussion ensued on working with the bus company and the County Public Works department to determine road conditions. Because of the special mobility needs of many Lakeland School students, consideration needs to be given to the possibility of hydraulic lifts freezing and the inability to transport wheelchair bound students in the case of extreme cold temperatures. Moate added that amending next year's School calendar will afford parents a greater opportunity to make arrangements for their children when school is closed because of weather. **Secretary Staples made a motion, seconded by Supervisor Monroe, to approve the addition of the weather related policy in the student handbook. Motion carried 4-0.**

- Update on CA Counseling Branch Office

Moate reported administrative staff will meet with CA Counseling in person on February 21st.

➤ **Winter Sports and Special Olympics Update**

There are two winter sport groups, basketball and ski club. The ski club has been operational for three years and the students practice at Alpine Valley. Eight students participated in ski club and two went to the Special Olympics Winter games in Wausau. Lana Hansen received a gold and two bronze medals, and Evan Hansen received a gold and two silver medals. There are 35 students out for basketball this year, and staff has added a skills team for students who are not at a competitive level. This week the basketball team will play at Wilmot, and if they win they will move on to the State competition. Kudos to the kiddos who participate!

Confirmation of next meeting – The next meeting was confirmed for Wednesday, March 20, 2019 at 4:30 p.m.

Adjournment

On motion by Secretary Staples and Supervisor Monroe, Chair Weber adjourned the meeting at 5:09 p.m.

Submitted by Becky Bechtel, Administrative Assistant. Meeting minutes are not considered final until approved by the Board at a regularly scheduled meeting.

LAKELAND SCHOOL ENROLLMENT SUMMARY - SPACE AVAILABILITY-DEPARTMENTS

FEBRUARY, 2019

	EARLY CHILDHOOD	KINDERGARTEN	PRIMARY	ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL 1	HIGH SCHOOL 2	LSYOU	TOTAL
CAP	14	10	21	44	43	*32 40-2019-20	32	40	204
CURRENT ENROLLMENT	8	1	9	21	33	35	27	39	173
ANNUAL DISTRICT TRANSFERS (AVERAGE)	4	1.5	1.5	4	1.5	2	1	0	15.5
(PENDING) TRANSFERS TO DATE	0	0	0	2	1	0	0	0	3
EMPTY RESERVED SEATS FOR DISTRICTS	2	7	10	17	7	0	2	0	45
CURRENT ENROLLMENT + RESERVED SEATS	12	5	10	34	33	34	28	40	196
SPACE AVAILABLE FOR NON-RESIDENT REQUESTS	2	5	11	10	10	*0 6-2019-20	4	0	42

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

*MOVING 1 TEACHER DUE TO ENROLLMENT IN HS1 IN 2019-20

Transition Services and the Workforce Innovation and Opportunity Act (WIOA): College and Careers – That’s the Goal!

This document was created for family members to explain a new federal law called the **Workforce Innovation and Opportunity Act (WIOA)**, and the related transition services provided to students by schools and the Division of Vocational Rehabilitation (DVR). Families are an important part of the transition planning process and we hope this document is helpful to you. Several sections include links to more detailed information.

The goal of public education for all students to leave college and career ready means they will not just gain academic skills, but also plan for future work and community living. Students will become critical thinkers with the ability to communicate effectively, and work with others and solve real world problems to build skills for employment.

Educational Services to Support College and Career Readiness

Under the Individuals with Disabilities Education Act (IDEA) students engage in a process to prepare for adult life. In Wisconsin, this process begins with a **College and Career Ready Individualized Education Program (CCR IEP)**. <https://dpi.wi.gov/sites/default/files/imce/sped/pdf/rda-ccr-iep-five-step-process.pdf>

Starting at age 14, the **Postsecondary Transition Plan (PTP)** becomes part of the IEP, to set goals for what a student wants to do **after high school**. Goals are developed in the areas of education, employment, and independent living. The PTP also includes transition services that will be provided to support the student to reach her/his goals. Transition services listed in the PTP now align with requirements of WIOA (listed with WIOA information below). <http://dpi.wi.gov/sped/about/state-performance-plan/indicators/13-transition>

Starting in the 2017-18 school year, all public school students grades 6-12, including those with disabilities, will participate in **Academic Career Planning (ACP)**. This process will assist students to think about and plan for careers they want to have after high school. Under this requirement, families must be informed at least twice per year about the Academic Career Plan created by their student(s). <http://dpi.wi.gov/acp>

WIOA – A Law about Employment

WIOA was passed in July 2014 and highlights the expectation that people with disabilities will work in their communities. <http://witig.org/wioa-have-you-heard-about-wioa.html> WIOA specifies the goal for all students as **Competitive Integrated Employment** and provides a definition.

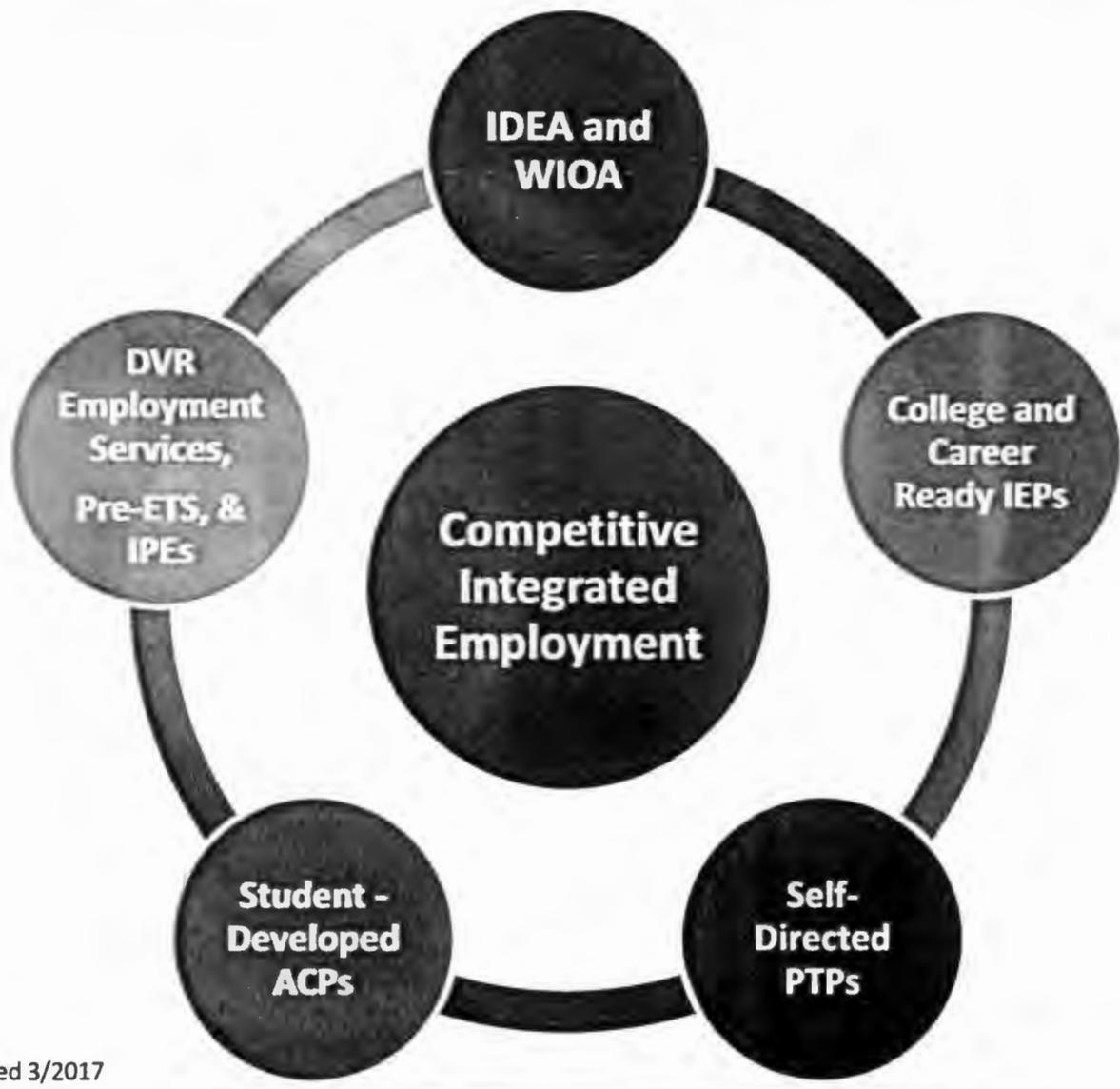
Competitive Integrated Employment

Competitive Integrated Employment is full or part time work in the community where the person receives the same pay at or above minimum wage that a person without a disability would receive for doing the same work. This person is eligible for the benefits provided to all employees and has the opportunity for advancement. The person works alongside other employees without disabilities.

There are 3 key components of WIOA that are important for families to know:

- I. WIOA outlines a set of Pre-Employment Transition Services (Pre-ETS) **schools and DVR together** must provide to students with disabilities as of July 2016. This list includes information about college and job training programs. Career exploration, work experience, self-advocacy, and independent living skills are also expected transition services under WIOA. The Pre-ETS categories in WIOA are:
 - 1) **Job exploration** counseling
 - 2) **Work-based learning** experiences
 - 3) **Post-secondary educational or higher education programs** counseling
 - 4) **Social and Independent Living Skills** training
 - 5) Instruction in **Self-Advocacy**, which may include peer mentoring

- II. WIOA says that schools must support community based job exploration and experiences and **cannot** pay for transition services involving work trials or experiences that are not in the community and do not pay minimum wage or higher. This part of WIOA also went into effect in July of 2016.
- III. Under WIOA, The Division of Vocational Rehabilitation (DVR) is required to provide Pre-Employment Transition Services (PreETS) to all students with a disability (ages 14-21) in high school or a post-secondary training program, including those that have not been determined eligible for DVR services. Students that are potentially eligible will be required to provide documentation of their disability prior to them receiving PreETS. Students and youth up to age 25 with disabilities must try integrated community employment **before** they go to work for less than minimum wage. This requirement started in July 2016. DVR can work with students whenever they are ready to seek employment. This is typically about 2 years before high school graduation. DVR works with individuals to create an **Individualized Plan for Employment (IPE)**, provides employment services and pays for vocational support providers from an approved vendor list to work with individuals to have evaluations, trial work experiences, and look for permanent employment. Staff at such agencies are sometimes called job developers, employment specialists, skills trainers and/or job coaches. A guide to different agency roles in transition services can be found at: http://dwd.wisconsin.gov/dvr/pdf_files/tag.pdf. Find the DVR counselor assigned to your high school here: https://dwd.wisconsin.gov/dvr/pdf_files/school_liaisons.pdf





Emergency Drill Reporting Form

School: Lakeland School	Date: 2/18/19
Individual Completing Form: Matt Conrardy	Title: Principal
Time Alarm Sounded: 11:15 am	Time Drill Concluded: 11:20 am

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 checked="" type="radio"/> Other: Stop & Think Drill	<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 checked="" 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 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:

This is the first Stop & Think Lockdown Drill that we have administered this school year. We have determined that our students and staff do a remarkable job when they have to go into a Lockdown in their own classroom. We have never practiced a lockdown during the lunch period so we thought a Stop & Think Lockdown Drill would allow for the staff and students to discuss how they would respond if they were in another part of the building other than their homeroom. Prior to this drill we had the Team Leaders create a tentative list of both staff and students who would remain in the building and hide during a lockdown drill as well as a list of staff and students that would evacuate to the HHS auditorium if given the opportunity. The lists will help us make sure all staff and students are accounted for. They will also assist Law Enforcement when sweeping the building.



Emergency Drill Reporting Form

School: Lakeland School	Date: 3/12/19
Individual Completing Form: Matt Conrardy	Title: Principal
Time Alarm Sounded: 1:13 pm	Time Drill Concluded: 1:18 pm

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

Brief Summary of the Emergency/Drill:

We finally had a nice weather day and took advantage of it by conducting a fire drill. The building was evacuated in four minutes and 35 seconds. We had a few of our primary students caught in the transition of changing out of their swimsuits and back to their regular clothes. This was a nice learning experience for us because it made us realize that we should have some type of thermal blanket/sleeping bag stored in the Pool Locker Rooms that could be used to keep the students warm as they evacuate the building. It was also reported that the Fire Alarm couldn't be heard on the High School Playground so we will be submitting a work order to have that taken care of. All classroom lights were turned off and all doors were closed, which allowed for a very fluid sweep of the building. All staff also remembered to bring the accountability cards outside with them.