

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, January 18, 2023
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Brian Holt called the meeting to order at 4:30 p.m.

Roll call was conducted and the following members were present, either in person or by remote attendance: Chair Brian Holt; Secretary Kathy Ingersoll; Supervisors Kenneth Monroe, Joseph H. Schaefer, and Al Stanek. A quorum was declared.

Others in Attendance

County Staff: Walworth County Administrator Mark W. Luberda and Director-Special Education Matthew Huettl.

On motion by Supervisor Stanek, second by Supervisor Monroe, the agenda was approved with no withdrawals.

On motion by Secretary Ingersoll, second by Supervisor Monroe, the December 14, 2022 Children with Disabilities Education Board meeting minutes were approved.

Public Comment – There was none.

New Business

7a. Ord. No. ****-02/23 Amending Sections of 15-359 and 15-1045 of the Walworth County Code of Ordinances Relating to Pay for Onsite Orientation for Certain CDEB Employees

Director-Special Education Matthew Huettl stated the intent for amending the ordinance is to provide newly hired staff time to acclimate to the building and their position prior to all staff returning to work. **Supervisor Monroe offered a motion, second by Supervisor Stanek, to approve the ordinance Amending Sections of 15-359 and 15-1045 of the Walworth County Code of Ordinances Relating to Pay for Onsite Orientation for Certain CDEB Employees. Motion carried 5-0.**

7b. Ord. No. ****-02/23 Amending Section 15-359 of the Walworth County Code of Ordinances Relating to Special Pay Premiums-Substitute Aide and Substitute Teacher Pay

Huettl cited data included in his Memorandum on Pages 9-11 of the packet; requesting to increase the daily pay rate for substitutes from \$135 to \$150 in an effort to remain competitive in the marketplace. **Secretary Ingersoll offered a motion, second by Supervisor Stanek, to approve the ordinance Amending Section 15-359 of the Walworth County Code of Ordinances Relating to Special Pay Premiums-Substitute Aide and Substitute Teacher Pay. Motion carried 5-0.**

7c. Space Availability for Open Enrollment Requests 2023-2024

Huettl referred to the enclosures included in the packet (Pages 14-26); summarizing the data and points of interest relative to reported numbers. **Supervisor Monroe offered a motion, second by Secretary Ingersoll, to approve the Space Availability for Open Enrollment Requests 2023-2024. Motion carried 5-0.**

7d. Wisconsin Statute 118.22, Renewal of Teacher Contracts

Secretary Ingersoll offered a motion, second by Supervisor Schaefer, to approve the earlier timeline, as allowed by State Statute, for the Renewal of Teacher Contracts. Motion carried 5-0.

Reports and Correspondence

8a. CDEB Chair – There was none.

8b. CDEB Director

i. Health Update

Huettl reported an increase in general respiratory illness (non-COVID) contained in one single department. A letter was sent home reminding families to keep students home when displaying signs of illness.

ii. Fire Inspection

Huettl shared that Lakeland School had their annual fire inspection on December 20, 2022 with no violations observed. Huettl noted the school held a successful fire drill earlier today.

iii. Snow Day

Huettl stated that the school observed a snow day the day prior to winter break. In an effort to not extend the school year, Huettl is coordinating to have April 28, 2023 (previously a no student/staff day) serve as the makeup snow day.

iv. Establishing School Year Calendars

Huettl shared that in February he plans to present two draft calendars for the Board to review. Following Board review the drafts will be presented to teachers for their input; with the final calendar brought back for Board approval in March.

Upcoming Dates

9a. January 13, 2023, Family Fun Night (Board Games), 6:00 PM to 8:00 PM

9b. January 25, 2023, No School In-Service Day

9c. February 3, 2023, Student of the Month Assembly, 9:00 AM

9d. February 10, 2023, Family Fun Night, 6:00 PM to 8:00 PM

9e. February 14, 2023, Valentine's Day Celebration

9f. February 22, 2023, Early Dismissal, 1:00 PM

Confirmation of next meeting date and time: The next meeting was confirmed for Wednesday, February 22, 2023 at 4:30 p.m.

Adjournment

On motion and second by Supervisors Monroe and Stanek, Chair Holt adjourned the meeting at 4:51 p.m.