

**Walworth County Board of Supervisors**  
**Children with Disabilities Education Board Meeting Minutes**  
**Wednesday, January 19, 2022**  
**Walworth County Government Center, County Board Room 114**  
**100 West Walworth Street, Elkhorn, Wisconsin**

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Chair David Weber 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 David Weber; Secretary Brian Holt; Supervisors Kathy Ingersoll, Kenneth Monroe, and Joseph H. Schaefer. A quorum was declared.

**Others in Attendance**

County Board Supervisor: Nancy Russell.

County Staff: Walworth County Administrator Mark W. Luberdia; Director-Special Education Tracy Moate; Director-Human Resources Kate Bishop; and Lakeland School Principal Trish McCullough.

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

**On motion by Secretary Holt, second by Supervisor Ingersoll, the November 17, 2021 Children with Disabilities Education Board meeting minutes were approved.**

**Public Comment** – There was none.

**New Business**

7a. Space Availability for Open Enrollment Requests 2022-2023

Director-Special Education Tracy Moate referenced the Lakeland School Enrollment History and Lakeland School Enrollment Summary documents that were distributed at the meeting; explaining that classroom capacity continues to be adjusted, due to the pandemic. Moate stated that with decreased classroom capacity, any open enrollment requests will be highly scrutinized in order to provide a safe environment for students.

7b. Wisconsin Statutes 118.22 Renewal of Teacher Contracts

Moate declared that statute requires the Board to give written notice of renewal or refusal of teacher's contracts on or before May 15. Moate requested to modify the timeframe, as was done last year, and start the process in February. This will allow for staff that intend to return for next school year to respond by the end of March. **Secretary Holt offered a motion, second by Supervisor Monroe, to begin the teacher contract renewal process for the 2022-2023 school year. Motion carried 5-0.**

7c. Establishing School Year Calendars

Moate referenced the Draft 1 and Draft 2 Lakeland School – WCCDEB 2022-23 Calendars that were distributed at the meeting; highlighting the difference between the two is the week spring break is scheduled. Moate's recommendation was to utilize calendar Draft 2; as the date of spring break aligns with a higher number of the school districts within Walworth County. **Secretary Holt offered a motion, second by Supervisor Ingersoll, to approve the Lakeland School WCCDEB 2022-23 Calendar Draft 2. Motion carried 5-0.**

**Reports and Correspondence**

8a. CDEB Chair – There was none.

8b. CDEB Director

➤ Emergency Drill Report

Lakeland School Principal Trish McCullough stated six trainings and two drills, related to safety, have been performed this school year. She shared that Lakeland School's Safety Committee meets every two weeks, and it was identified that some of the outside doors are not numbered, and in case of emergency would be difficult to identify. McCullough stated that the Science, Technology, Engineering, the Arts, and Mathematics (STEAM) Lab, will be designing numbers in order to re-number all doors to the school. This project will also include numbering windows; as this is done in other schools to assist in the event of an evacuation.

➤ Special Olympics Update

Moate declared that all Special Olympics activities, including practices, are suspended as pandemic numbers continue to be in critical range.

➤ COVID-19 Update

Moate shared that although the Centers for Disease Control (CDC) reduced quarantine standards to five days, Lakeland School will stay consistent with a 10 day timeframe. The current CDC guidance advises that immunocompromised and/or medically fragile individuals quarantine for 10 days, and many students at Lakeland School fall within this determination. Moate provided the number of staff and students who have tested positive for COVID-19 since January 3, cautioning that the reported numbers are likely lower than actual due to the inability to test many of the students. Moate announced that face-to-face instruction has continued even with increased numbers of positive cases, due to the capability of staff to work in multiple locations within the school.

**Confirmation of next meeting date and time:** The next meeting was confirmed for Wednesday, February 16, 2022 at 4:30 p.m.

10. Employment Matters. The committee may discuss the following topic(s) in open session. The committee convened in closed session **at approximately 4:55 p.m. on motion and second by Supervisor Monroe and Secretary Holt** pursuant to the exemption contained in Section 19.85 (1)(c) of the Wisconsin Statutes, which allows closed sessions when the employment, promotion, compensation, or performance evaluation data of any public employee under the jurisdiction of the particular government body is being considered and is relative to the item listed below. A roll call vote was conducted and all members present voted “aye.” County Administrator Mark W. Luberdia; Corporation Counsel/Director-Land Use and Resource Management (LURM) Michael Cotter; and Director-Human Resources Kate Bishop remained in closed session. Supervisors Nancy Russell, Kathy Ingersoll, and Joseph Schaefer remained on the telephone.

- a) Employment Matter – Director of Special Education

**The Committee reconvened in open session at 5:19 p.m. on motion and second by Supervisor Schaefer and Supervisor Monroe.**

**Adjournment**

**On motion and second by Supervisor Monroe and Secretary Holt, Chair Weber adjourned the meeting at 5:20 p.m.**