

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, February 22, 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 (arrived at 4:37 p.m.); Supervisors Kenneth Monroe, Joseph H. Schaefer (arrived at 4:31 p.m.), 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 Monroe, second by Supervisor Stanek, the agenda was approved with no withdrawals.

On motion by Supervisor Monroe, second by Supervisor Stanek, the January 18, 2023 Children with Disabilities Education Board meeting minutes were approved.

Public Comment – There was none.

New Business

7a. Establishing School Year Calendars

Director-Special Education Matthew Huettl referred to and gave a brief overview of his Memorandum and three draft calendars for establishing the 2023-2024 School Year (Pages 1-4). He explained the primary differences between the draft calendars, which are Spring Break, the last day of school for students, the last contract day for staff, and no count days. He further noted the new staff orientation has been added to each of the calendar drafts. Huettl requested approval of the three draft calendars in order to present them to Lakeland School staff for their input and preference. The chosen calendar will be presented at the March CDEB meeting for final approval. **Supervisor Monroe offered a motion, second by Supervisor Stanek, to approve the three draft calendars for presentation to Lakeland School staff. Motion carried 4-0 (Secretary Ingersoll was not present for the vote).**

7b. Lakeland School Educator Retention Bonus

Huettl provided an overview of his Memorandum and supporting documentation (Pages 5-10) relative to the proposed Lakeland School Educator Retention Bonus. He stated Document #1 – Explains the importance of the retention bonus; Document #2 – Outlines the conditions of the Educator Retention Bonus; and Document #3 – Walworth County Amendment to 2023 Preliminary Budget depicts the seven allowable programs and purposes previously approved by the County Board. **Supervisor Monroe offered a motion, second by Supervisor Stanek, to support Lakeland School in going forward to establish the one-time educator retention bonus for all eligible CDEB employees through a 2023 Budget Adjustment. Motion carried 5-0.**

7c. SWOT Analysis Review as Part of the 2023 Walworth County Strategic Planning Process

Walworth County Administrator Mark W. Luberda referred to and provided a brief overview of his Memorandum and supporting documentation (Pages 11-25 of the packet) relative to committee input for the SWOT Analysis Review as Part of the 2023 Walworth County Strategic Planning Process. Luberda asked the Board members to review the existing SWOT analysis document that appears in the 2023 Adopted Budget document (Pages 38-47) and for this matter to be placed on the March Children with Disabilities Education Board agenda, where the Board will be asked to approve a motion with any suggestions for additions, subtractions, expansions, etc. to the current document referred to Appendix C. Discussion ensued.

Reports and Correspondence

8a. CDEB Chair – There was none.

8b. CDEB Director

Huettl re-distributed the Report-Memorandum, noted there was a page missing in the packet, and detailed the following items:

- i. Health Update: Lakeland School Conditional Health Practices
- ii. New Berlin Lions Club Donation

Huettl expressed appreciation for the \$1,000 donation from the New Berlin Lions Club.

- iii. Knights of Columbus Donation

Huettl expressed appreciation to the Lake Geneva Knights of Columbus for their donation of \$1,095.95.

- iv. Geneva National Foundation Donation update

Huettl expressed appreciation to the Geneva National Foundation for making it possible to acquire a piece of SciFit exercise equipment within the Mac Room at Lakeland School.

- v. 2023 Graduation
- vi. Safety/Fire Drills
- vii. Staff Contracts
- viii. February 16, 2023, Snow Day Make Up

Huettl noted there have been three snow days thus far and proposed using a no-count day in April for one make up day, and June 8-9 for the other two days. He spoke briefly about updating the Inclement Weather document to include three days at the end of the school year for snow make up days and potentially utilizing Chromebook for makeshift virtual schooling.

Upcoming Dates

- 9a. February 22, 2023, Early Dismissal 1:00 PM
- 9b. March 3, 2023, Student of the Month Assembly, 9:00 AM
- 9c. March 4, 2023, Solo & Ensemble Competition at Lake Geneva Middle School
- 9d. March 6, 2023, End of Second Trimester
- 9e. March 18, 2023, Special Olympics at Mukwonago High School
- 9f. March 22, 2023, Early Dismissal, 1:00 PM
- 9g. March 27-March 31, 2023, Spring Break, No School
- 9h. April 3, 2023, School Resumes

Huettl reported Item 9a did not occur due to the inclement weather and announced the remaining dates.

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

Adjournment

On motion and second by Supervisors Monroe and Secretary Ingersoll, Chair Holt adjourned the meeting at 5:01 p.m.