

**Walworth County Board of Supervisors  
Children with Disabilities Education Board Meeting Minutes  
Wednesday, April 26, 2023  
Walworth County Government Center, County Board Room 114  
100 West Walworth Street, Elkhorn, Wisconsin**

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Chair Brian Holt called the meeting to order at 4:36 p.m.

Roll call was conducted and the following members were present: Chair Brian Holt; Secretary Kathy Ingersoll; Supervisors Kenneth Monroe, Joseph H. Schaefer (Remote), and Al Stanek. A quorum was declared.

**Others in Attendance**

County Staff: Director-Special Education Matthew Huettl; Assistant Director-Special Education Sarah Singleton; Lakeland School Principal Trish McCullough, and Early Childhood Special Education Teacher Rebecca Kroner.

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

**On motion by Supervisor Monroe second by Secretary Ingersoll, the March 22, 2023 Children with Disabilities Education Board meeting minutes were approved.**

**Public Comment** – There was none.

**New Business**

**7a. Special Education High-Cost Report**

Director-Special Education Matthew Huettl referred to and provided an overview of his Memorandum regarding the Special Education High-Cost Report. Refer to Pages 4-5 for more information. **Supervisor Monroe offered a motion, second by Secretary Ingersoll, to accept the Special Education High-Cost Report. Motion carried 5-0.**

**7b. Early Childhood (EC) sessions**

Huettl stated his Memorandum on Page 6 was an information piece regarding the Early Childhood (EC) Special Education program for 3 and 4 year olds at Lakeland School, which currently runs from 8:20-11:40 a.m. Early Childhood Special Education Teacher Rebecca Kroner noted Lakeland School currently has five students enrolled in the EC Program, with a potential of three students starting next year. She stated in order to help accommodate the student's needs and promote higher attendance, Lakeland School will run their EC program from 12:00-3:00 p.m. Communications from Principal McCullough will be distributed in May to families, districts, and Dousman the transportation company. A synopsis of the afternoon sessions will be provided to the Board at a future meeting.

**7c. School Violence Prevention Program (SVPP) Grant**

Huettl gave a brief overview of the School Violence Prevention Program (SVPP) Grant, which is a competitive award program designed to provide federal funding to improve security at schools and on school grounds in the grantees' jurisdictions through evidence-based school safety programs. Each award is three years in duration with a maximum federal share of \$500,000. There is a local cash match of at least 25 percent toward the total cost of the approved project during the award period. Huettl stated Lakeland School would engage in the application process in 2024 pending authorization by the Board.

**7d. Caseload Study for Therapies**

Huettl referred to his Memorandum on Pages 9-10 and discussed how the resignation of one of Lakeland School's Occupational Therapists provided the opportunity to examine the current therapy caseload and staffing needs for the coming school year. Director-Special Education Sarah Singleton went over the increase of students with severity issues wherein more therapy minutes are needed. Focus has now been on minutes spent with a student, instead of number of students in each caseload based on case studies of the staff. Singleton will plan on bringing caseload limits for therapists and space availability for tuition requests to the next County Board meeting.

## Reports and Correspondence

8a. CDEB Chair – There was none.

8b. CDEB Director

i) Health Update: Lakeland School Conditional Health Practices

Huettl reported on students and staff that have tested positive for COVID-19, among other typical illnesses.

ii) Bluum Tech Tour Midwest 2023

Huettl spoke about how he participated in the Bluum Tech Tour along with Jackie Giller, and Joe Putze of Information Technology (IT). They were able to view new technology with hands-on experience, i.e. staff and student Chromebooks, conferencing spaces, and other items not considered in the ESSER III grant dollars for trial purposes.

iii) Handle with Care Training

Therapist Amy Schott went to a three day training to become a certified trainer for Handle with Care used for verbal de-escalation, personal defense, and primary restraint techniques at Lakeland School. She volunteered to take on this responsibility upon Jodi Bronson's retirement.

iv) School Safety Reunification Training Event

Lakeland School Principal Trish McCullough went over the drill conducted to update staff on the reunification process. The drill allowed staff to see the flow of parents, paperwork and students, and to see changes that could be made to improve the process.

v) Summer School 2023

McCullough noted Summer School will take place July 10-28, from 8:00 a.m. to 12:00 p.m., Monday thru Friday. There are 27 students, and 13 staff signed up for the session. Enrichment and recreational activities will be provided.

vi) Prom 2023

The Lakeland School High School 1 and High School 2 students are invited to attend the May 5, 2023 Prom at Celebrations in Lake Geneva. The cost is \$25.00. Staff will be there to assist the students with their hair and makeup, and chaperone the event.

vii) Graduation 2023

High School Graduation will be on June 5, 2023 at 7:00 p.m. for 10 students. Guest speaker this year will be Jodi Bronson, Lakeland School Psychologist. Middle School Graduation will be on June 6, 2023 at 10:00 a.m. for 12 students. The guest speaker will be Deputy Nelson.

viii) Special Olympics

On April 14, 2023 Lakeland Skills Basketball Team and Swimming Team went to UW-Oshkosh for the Special Olympics Opening Ceremony and to compete at the State level. Eight students competed – three in basketball, and five in swimming. Lakeland School took home two, 1<sup>st</sup> place and one, 2<sup>nd</sup> place awards in basketball skills. In swimming, Lakeland took home seven, 1<sup>st</sup> place, as well as two, 2<sup>nd</sup> place awards.

ix) Representative Ellen Schutt school tour

Huettl discussed how Lakeland School was contacted by the Office of Representative Ellen Schutt, Assembly District 31, and she would like to tour Lakeland School. She learned about the school during her attendance at the Walworth County ARC Annual Luncheon.

## Upcoming Dates

9a. April 27, 2023, Family Engagement Night, 4:00 PM

9b. May 5, 2023, Student of the Month assembly, 9:00 AM

9c. May 5, 2023, Prom, 6:00 PM

9d. May 10-12, 2023, Camp at Lutherdale in Elkhorn

9e. May 24, 2023, Early Dismissal, 1:00 PM

9f. May 29, 2023, No School - Memorial Day

9g. June 5, 2023, Student of the Month assembly and Practice Graduation, 1:00 PM

9h. June 5, 2023, High School Graduation, 7:00 PM

9i. June 6, 2023, Middle School Graduation, 10:00 AM

9j. June 8, 2023, Special Olympics send-off assembly, 1:30 PM

9k. June 12, 2023, Last day of school

9l. July 10-28, 2023, Summer School Session

Huettl went over the list of upcoming events and highlighted:

- The Family Engagement Night on April 27, 2023. Luberda stated he will be at the event tomorrow to speak to parents at the event, and answer any questions.
- Camp at Lutherdale in Elkhorn where there will be several outside activities for the students, and in case of bad weather, activities at the school.
- The last day of school is on June 12, 2023.

**Confirmation of next meeting date and time:** The next meeting was confirmed for Wednesday, May 17, 2023 at 4:30 p.m.

### **Adjournment**

**On motion and second by Supervisor Monroe and Supervisor Schaefer. Chair Holt adjourned the meeting at 5:11 p.m.**

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Submitted by Kathleen Aukland, Administrative Assistant. Meeting minutes were approved by the Children with Disabilities Education Board at the May 17, 2023 scheduled meeting.