

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, April 29, 2020 at 4:30 p.m.
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

County Administrator Mark Luberda 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: Supervisors David Weber, Ken Monroe, Kathy Ingersoll, Brian Holt, and Joseph Schaefer. A quorum was declared.

County Staff present, either in person or by remote attendance:

Director of Special Education Tracy Moate; County Administrator Mark Luberda; Corporation Counsel/Director of Land Use Resource Management (LURM) Michael Cotter

Special Order of Business

a) Nominations/Election of Chair of Children with Disabilities Education Board

Luberda accepted nominations for chair. **Supervisor Ken Monroe made a motion, second by Supervisor Kathy Ingersoll, to nominate Supervisor David Weber for Chair.** Luberda asked three times for other nominations. **Supervisor Monroe made a motion, second by Supervisor Ingersoll, to close nominations and cast a unanimous ballot for Supervisor Weber as Chair. Motion carried 5-0.** Chair Weber presided over the remainder of the meeting.

b) Nominations/Election of Secretary of Children with Disabilities Education Board

Supervisor Monroe made a motion, second by Supervisor Ingersoll, to nominate Supervisor Brian Holt for Secretary. Chair Weber asked three times for other nominations. **Supervisor Monroe made a motion, second by Supervisor Ingersoll, to close the nominations and cast a unanimous ballot for Supervisor Holt as Secretary. Motion carried 5-0.**

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

On motion by Supervisor Monroe, second by Secretary Holt, the March 18, 2020 Children with Disabilities Education Board meeting minutes were approved.

Public Comment – There was none.

c) Role of the Children with Disabilities Education Board

Director of Special Education Tracy Moate provided an overview of the information included in the meeting packet.

New Business

- CARES Act – Contractor Provision
 - Smigo Management (Food Service)
 - Clean Power (Cleaning Service)
 - Dousman Bus Company

Moate noted the CARES Act has been put into place to assist with financial difficulties which may arise from the COVID-19 pandemic. She said she would like to share the information with the Board as it becomes available and information is provided in the meeting packet. The school has not been providing meals and has instead been advising students and families to go through their home district, meaning food service is essentially shut down at this time. Moate noted that Dousman Bus Company has laid off some

employees and costs may decrease. She said a major difficulty is that there are not many bus services in the area that can transport multiple students with disabilities and she emphasized the importance of maintaining a good relationship with this company. She asked the Board to give staff permission to work with Corporation Counsel to ensure the contracts are being handled correctly as more information becomes known. **Supervisor Monroe made a motion, second by Supervisor Schaefer, to follow Moate's advice related to these items. Motion carried 5-0.**

- Approve a waiver of state mandated instructional minutes for this school year, as approved by the Department of Public Instruction (DPI) due to the cancellation of school days in the coronavirus public health crisis

Moate noted the information included in the meeting packet, which was received from the State of Wisconsin and allows school districts to waive instructional minutes. The administrative order requires that the school have a public meeting that gives staff direction to get Lakeland School's minutes waived and she is seeking permission to do so. **Supervisor Ingersoll made a motion, second by Secretary Holt, to approve Moate's request to seek the waiver of state mandated instructional minutes for this school year. Motion carried 5-0.**

- Resolution **-05/20 Committing Children with Disabilities Education Board Available Fund Balance
Moate explained the closure of the 2019 budget has now taken place, and this is a request that is made annually. The request details are included in the proposed resolution in the meeting packet. **Supervisor Monroe made a motion, second by Secretary Holt, to approve the resolution committing Children with Disabilities Education Board Available Fund Balance. Motion carried 5-0.**

- Lakeland School request to declare pool covers and racks as surplus
Moate said staff is preparing for one of their capital projects, which is to redo the pool deck area. She said there are two pool covers which are very heavy and cumbersome and are not being utilized, as the pool usually remains uncovered. She made a recommendation to remove the pool covers and racks once the tile is replaced. She noted the items are in great condition and she would like them to be declared surplus and auctioned. **Supervisor Monroe made a motion, second by Secretary Holt, to approve the request to declare pool covers and racks as surplus. Motion carried 5-0.**

Reports and Correspondence

- CDEB Chair – There were none.
- CDEB Director
 - Emergency Drills
 - Update on Class Dojo

Moate explained that due to State Statutes, these drills are required and they have continued to be held. The drills can be conducted in the family's homes as well, through Class Dojo, which is the virtual classroom Lakeland School has been participating in. All 173 students are enrolled in Class Dojo and many parents are active, as well. Moate noted digital classrooms for students with additional needs can be very difficult, and staff are working very hard to work with students and families. More information was included in the meeting packet. She thanked staff and families who are working hard to continue providing education for students.

- Update on School Fest

Moate said School Fest has unfortunately been cancelled. She noted that the decision was made to cancel the raffle, as well. Staff spoke with the Gaming Commission from the State to ensure the correct protocols were followed; all who purchased tickets will receive a refund check due to State requirements.

➤ Lakeland School Senior Banquet

The Senior Banquet will be a recorded event that will be sent to students and their families. The DVD will include memories of the students' time at Lakeland School.

➤ Lakeland School Graduation

Moate said there are 17 graduates and they will continue to hold a graduation ceremony for them. It will take place in the parking lot of Lakeland School, and families and graduates will stay in their cars. Deputy Nelson will deliver caps and gowns to graduates at their homes prior to the event and then lead the processional of the graduates that evening. There will be a podium and there will be space for those attending in their cars. Students will receive their diplomas in the mail, and the event will be recorded. There will also be a reception care package provided. Graduation will take place on June 1st at 7 p.m.

Confirmation of next meeting – The next meeting was confirmed for Wednesday, May 20, 2020 at 4:30 p.m.

Adjournment

On motion by Supervisor Monroe, second by Supervisor Schaefer, Chair Weber adjourned the meeting at 5:07 p.m.

Meeting minutes were approved by the Board at the May 20, 2020 meeting.