

**Walworth County Board of Supervisors
Children with Disabilities Education Board Meeting Minutes
Wednesday, May 18, 2022
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; Director-Special Education Tracy Moate; and Assistant Director-Special Education Sarah Singleton.

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

On motion by Secretary Ingersoll, second by Supervisor Monroe, the April 27, 2022 Children with Disabilities Education Board meeting minutes were approved.

Public Comment – There was none.

Unfinished Business

7a. Tuition Request Update

Director-Special Education Tracy Moate shared that tomorrow she has a scheduled conference call with the school district where the student is currently enrolled and will indicate that Lakeland School does have space available for the tuition request. She reiterated that although space is available there is a second step outlined through ordinance, which addresses the appropriateness of the placement. Moate stated that after the conference call if there is continued interest in pursuing the tuition request she will move forward with the next steps and report back to the Board in June.

New Business

8a. Resolution No. **-06/22 Authorizing the Creation of a Nutrition Site Work Position and a Food and Nutrition Services Lead Position at Lakeland School

Moate stated that these two positions are being added as part of a cooperative effort with Lakeland Health Care Center (LHCC.) She explained that Lakeland School will essentially piggy back off the purchasing contracts LHCC has in place for food, materials, and equipment; and the two individuals will work solely out of Lakeland School to cook and prepare meals along with cleanup and Department of Public Instruction (DPI) data reporting. Discussion ensued relative to the total number of Full-time Equivalent (FTEs) positions being added and eliminated at Lakeland School. **Supervisor Stanek offered a motion, second by Secretary Ingersoll, to approve and authorize the Creation of a Nutrition Site Work Position and a Food and Nutrition Services Lead Position at Lakeland School. Motion carried 5-0.**

County Administrator Mark W. Luberda clarified the motion approves the resolution as presented.

Reports and Correspondence

9a. CDEB Chair – There was none.

9b. CDEB Director

- New Staff Introduction: Sarah Singleton, Assistant Director of Special Education

Moate introduced Assistant Director-Special Education Sarah Singleton and briefly described her background, education, and contributions to Lakeland School. Singleton announced she is honored to be part of the leadership at Lakeland School.

- Kara Foundation Donation: Technology Update

Singleton shared that the school received approximately \$12,000 which was used to purchase 13 iPads, cases for the iPads, and 10 Chromebooks.

- Lakeland School Spring Show:

<https://drive.google.com/file/d/1d3fViMfj68j11CT4iBL7Im4uDiyBnfN/view?usp=sharing>

- Lakeland School Graduation June 6 at 7:00 pm

Moate encouraged Board members to let her know if advance if they are planning to attend the graduation ceremony.

➤ **Emergency Drill: Lockdown/Intruder Summary Results**

Moate shared that a lockdown drill was held at Lakeland School on May 6 assimilating an intruder in the building. Undersheriff Gerber and Officer Lawson from the Walworth County Sheriff's Office participated in the drill and were amazed at the efficiency with which staff and students responded to the drill.

Confirmation of next meeting date and time: The next meeting was confirmed for Wednesday, June 22, 2022 at 4:30 p.m.

Luberda announced a special meeting may be required as an offer has been made for a new Director of Special Education, and if accepted the Board will need to review and approve the contract.

Adjournment

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