



C·E·S·A¹⁰

Cooperative Educational Service Agency

Catalog of Services 2023-24

@ServiceandLead1

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Agency 10



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LETTER FROM THE ADMINISTRATOR

In service to our member districts, CESA 10 remains committed to helping everyone involved in our educational system adapt to changing paradigms about instruction, assessment, attendance, and nearly every aspect of the learning process. I am proud of our dedicated staff who have adapted their methods to ensure that high quality professional learning, consultation and a myriad of supports continue to be available to help member districts during this difficult time.

Please take a moment to review the service options described in this catalog. CESA 10 will continue to tailor services to meet your needs so that all students can reach their fullest potential. These are regularly modified based on the needs identified by districts. We continue to encourage your feedback and suggestions related to programs and services.



Charlie Schneider, CESA 10 Interim Agency Administrator

CESA Governance

CESA 10 is governed by an 11-member Board of Control elected at the annual convention from member school boards. The administrative team works closely with an advisory committee of five superintendents who provide feedback regarding services offered and monthly superintendent meetings. Members of the committee are:

- Wally Leipart - Gilman
- Chris Linder - Loyal
- Jeff Rykal - Mondovi
- Erica Schley - Flambeau
- Lori Whelan - Osseo-Fairchild



INTRODUCTION

COMPLETING YOUR SERVICE CONTRACT

This catalog details the myriad services we provide to help meet the instructional and business goals of your district. Once you decide which services you wish to subscribe to next year, we ask that you follow these steps:

1. Review your district's Summary of Services Estimate sheet. The cost listed indicates our best estimate of what this service will cost your district in 2023-24.
2. Read through the catalog to determine if other CESA services could help you address your school's instructional and business needs.
3. To add a service, write "Add New Service" in the cost column on your Service Summary. CESA will contact you to determine the service fee for your district.
4. If you are uncertain whether you will subscribe to a service next year, please print "Hold" next to the service.
5. After finalizing the list of services you will be using next year and your Board approves this list, sign the Basic Service Contract and return the contract to Leigh McMahon at the CESA 10 office.

NOTE: For Special Education Services: If you are a member of the special education consortium, a separate contract must also be signed and returned.

For Educational Technology - Teaching and Learning with Technology: This service provides the coordination and management as defined by the Consortium Agreements and Bylaws for the Distance Learning Networks:

- CADENC (ET1)
- CWETN (ET2)
- Project CIRCUIT (ET3)
- WIN (ET4)

Joining or discontinuing this service is in accordance with the policies, procedures, responsibilities, and decisions established by the Consortium's governing body.

To attract and retain top quality staff, we would like all contracts returned by **Friday, March 31, 2023**. Most importantly, we want to make sure your district uses CESA 10 services that maximize instructional quality and efficient operation.

Thank you for your continued support. Please contact Charlie Schneider if you have any questions.



INFORMATIONAL TECHNOLOGY ADMINISTRATIVE SERVICES

SOFTWARE HOSTING (IT1)

CESA 10's data hosting service enables school districts and other organizations a cost-effective and secure solution to data management.

Currently, CESA 10 provides hosting services for 48 customers utilizing alio financial software. CESA 10's redundant servers and experienced technicians eliminate the worry about data security and maintenance.

NETWORK VULNERABILITY ASSESSMENTS

A network vulnerability assessment is a process that helps review and analyze endpoint and network devices for security issues. The assessment may detect network flaws and holes in the network that could leave an opportunity for hackers to exploit.

CESA 10 Information Technology staff will coordinate a date and time to perform a scan on your network, either internally, externally, or both. When that scan is completed, CESA 10 IT staff will compile the results for review with your

district technology personnel. CESA 10 IT staff will also provide remediation suggestions based on those results.

INFORMATION TECHNOLOGY SERVICES

CESA 10's Information Technology services are comprised of a variety of options that give school districts the flexibility to determine how their technology needs are met. Whether it's full network administration or select services, the experienced technology staff at CESA 10 is prepared to support, administer, or consult on any technology needs.

Services are available individually or packaged and include, but are not limited to, the following options:

- Server Administration
- End-point Administration
- Domain Administration
- Print Management
- Phone System Management
- Network Equipment Management
- Vulnerability Scans
- Phishing Tests
- Budgeting and Lifecycle Tracking
- Cloud Services

SOFTWARE SUPPORT (ALIO, INFINITE CAMPUS, SKYWARD)

CESA 10, along with CESAs 5 and 7, comprise the Wisconsin Regional Computing Center (WiRCC). The WiRCC was created in 1968 to provide cost-effective data processing for schools. Currently, the staff at each of the WiRCC locations provides software support and consulting for alio financial software, Skyward and Infinite Campus.

The WiRCC partnership ensures that all customers, regardless of location, are provided the highest quality user support. Consultants in the partner-CESA locations communicate daily to support customer needs, track effectiveness, and ensure that all customers are served effectively and efficiently. Learn More: <http://www.wircc.org/home>

NOTE: Schools are billed directly by CESA 5, the fiscal agent for this service.



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OPERATIONS

OBJECTIVE

The Operations Department of CESA 10 oversees agency-wide business functions in the areas of agency finances, human resources, and purchased services.

The following purchased services are offered to school districts in an effort to increase district efficiency and minimize costs.

PAYROLL SERVICES

CESA 10 will provide a comprehensive payroll service which offers you flexibility based on the specific needs of your school district. Whether you need short-term services due to a job vacancy, employee training, or long-term services, our goal is to help you achieve tangible benefits in the areas of cost savings as well as increase service level performance. We would be honored to be a part of your success!

DELIVERY SERVICE (O1)

The CESA 10 delivery van stops at each participating district once a week. Participating districts can easily send and receive instructional materials, communications, shared media, equipment and much more. Districts may send items to/from CESA and any other participating district using the service.

Dependable and reliable, with the added benefit of items being insured by CESA 10. The Van Delivery Service is a convenient way to save your staff time and travel.

Quick Facts:

- Fee covers the cost of van, drivers, and support services staff
- 15 districts participate in this program.

Fee For This Service:

\$1,800 per district



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LEARNING SERVICES

OBJECTIVE

Learning Services is a team dedicated to supporting our customers in reaching their goals for the organizations they lead. In addition to our grant funded opportunities for school districts, this service opens the door to our team supporting school improvement of systems, instructional practices, assessment data, coaching, guiding equity, policy review and supporting the fine details of managing federal funds. Each of our three services: School Improvement Services, CORE, and Federal Funding Management provide districts a cost effective means of providing the highest level of service to support organizations in functioning equitably and smoothly.

All Learning Services services are allowable under most federal funding sources.

SCHOOL IMPROVEMENT SERVICES

Our School Improvement Services team is here to support your district goals to allow you more time with your school community. Our services are tailored to meet your district identified needs, and support you in moving your district in achieving growth.

Our team allows you to spend your time on the work that matches your strengths.

UNIVERSAL SCHOOL IMPROVEMENT SERVICES (LS1A)

Participation for all your employees for ALL School Improvement Services workshops at CESA 10 at no additional cost.

Our team will present any of the School Improvement Services offerings in your district if you have 10 or more participants. Access to our on demand professional learning allows you to access learning in a time and place that works best for you.

Content Workshops and Networks

- Instructional Coaches connections
- Gifted and Talented Systems
- Licensing support include access to a quick response portal
- Trauma Sensitive School Support
- Intervention series
- Behavior management/PBIS
- DAC Guidance
- Starlab and/or astronomy resources
- Content Collaborative Team Support
 - Current offerings Mathematics, Social Studies, Art, Music, Science, World Languages
- Data and Accountability
- Mentor training
- Substitute Teacher virtual Training
- Assessment including Standards-based Grading
- Literacy Support included for districts who participate in the CESA 10 Title I agreement service
- Materials adoption support High-Quality Instructional Materials Adoption/Implementation
- Continuous Improvement Planning workshops- Professional Learning opportunities based on annual district needs assessment



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STRATEGIC SCHOOL IMPROVEMENT SERVICES (LS1B)

Districts must purchase LS1A in order to also purchase this service.

Strategic School Improvement Services Includes these District Benefits:

- All of Universal School Improvement (LSIA) support
- Guidance in achieving one district determined goal:
- Onsite district-determined professional learning
- Individualized district plans that track our individualized support and growth
- Goals strategically outlined with your leadership team
- Support for district in-service days
- Personalized planning in collaboration with School Improvement Services Team
- Review of the systems that support your K-12 content areas
- Evaluation of your systems of support: PLC, RTI, EDS, UDL, PBIS
- English Learner program development and implementation
- District Data analysis
- Transition state standards into learning targets
- Curriculum mapping and standards alignment
- Literacy
- Balanced Assessment: formative, interim, and summative
- Standards based grading and reporting
- Student centered schedule development and implementation guidance
- Instructional support with Universal Design for Learning

- Educator Effectiveness Implementation Support and Coaching Cycles
- Innovative ideas welcome

Fee For These Services:

Universal School Improvement (LS1A) and Strategic School Improvement Services (LS1B) have a three year option. Contact Kristen Gundry for more information.

READING SPECIALIST SUPPORT (LS1C)

Available to current members of our School Improvement Services Strategic Level of Support and our CESA 10 Title I agreement.

District Benefits:

- Support for interconnected goals related to developing, implementing, evaluating and improving district instructional programs.
- In-district service provided by a licensed reading specialist.
- Implementation of a multi-year plan Includes additional, personalized, on-site time.
- Assisting with the creation of a professional development plan connected to the specific curriculum long term plan.
- Providing support to principals and administrative teams in their role as instructional leaders and evaluators of instructional programs.



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LEARNING SERVICES

FEDERAL FUNDING MANAGEMENT SUPPORT MEMBERSHIP (LS1D)

Due to changes in the Department of Public Instruction statewide Title I Network, CESA 10 is adding a membership service to support our agreements with Title I, II, IV, V, ESSER I, II, III, GEER. The membership is not required for our CESA 10 consortium supporting Title III and Homelessness. This membership is new for 2022-2023 due to the state changes.

CESA 10 provides administrative support for the federal funding provided through the Every Student Succeeds Act. Our team works with your district to ensure you have current information and the most effective practices in place to provide support for district instructional leaders. Our ESSA team works to both support and advocate for you at the state level. Our CESA 10 Reading Specialist, ESSA Coordinator, and Budgets and Grants specialist support your district with creating allowable budgets for your districts allocation. Specific support is indicated in the specific Title agreements based on the requirements of the various sections of the law.

Title Agreements are shared with district administrators in the spring.

Agreements include: Title I, Title II, Title III, Title IV, Title V, and Covid Relief funding sources.

District Benefits:

- In-district site visits to align budgets to support programming in alignment with guidance
- Title I Network offerings including book studies, component review, and professional learning based on our needs assessment
- In district updates on programming as tied to budgets

- Support of virtual folders that house the narratives and background for compliance and audit
- Manage Federal ESSA claims
- Facilitate combined private and public school collaborative consultations
- Revise and adjust budgets as needed per request of district personnel prior to expenditures
- Assistance and support with private school equitable participation
- Technical Assistance and support with ESSA programming
- Technical Assistance and support with application process and timelines

EQUITY SUPPORT (CORE) (LS1E)

Equity in systems can only be achieved by understanding that systems are designed to achieve the results they get, meaning inequitable outcomes are not the result of an individual teacher or practice, but the result of the system as a whole. A focus on equity in systems requires attending to the dynamics of difference at play within that system, the role that identity plays, the history of the system, how staff collaborate with each other (norms, policies, teaming, climate, culture, power), how staff deliver services, practices utilized, and how data is used with stakeholder voice for continuous improvement. These factors work together to dictate outcomes and must be addressed in a comprehensive manner. Learn more here: <https://core.cesa10.org>

CORE staff will:

1. Collaboratively identify organizational needs related to systems equity.
2. Develop and deliver comprehensive and systems-focused professional



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LEARNING SERVICES

development related to essential equity concepts (including policy review).

3. Employ coaching strategies to ensure application of equity concepts.
4. Facilitate systemic change to support equity for all organizational stakeholders and ensure natural organizational structures sustain the work.

Customer Benefits:

The term "equity" has increasingly come to the forefront of organizational conversations and conflicts in recent years, leaving many leaders and stakeholders searching for guidance and support. At this critical time in our nation's history, the need for systems to work efficiently, effectively, and equitably is greater than ever. CORE services provide systemic supports related to equity through individualized action plans tied to a continuous improvement process. CORE consultants are committed to introducing equity work in an actionable way, or connecting previous equity work to actionable steps.

Additional benefits can include specific content and support related to:

- Disproportionate Outcomes
- History of Marginalization
- Impact of Bias
- Policy Review
- Systems Audit
- Practitioner & Client Identity
- Practitioner Tools & Strategies
- Community & Family Ownership
- Leadership: Support & Accountability
- School Report Card Data

Our team will present CORE service offerings on location for 10 or more participants.

Fee for this Service:

A range of service packages exist including multi-year intensive and individualized support from CORE staff. Contact Kristen Gundry for more information.



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COLLEGE AND CAREER READINESS

COLLEGE AND CAREER READINESS (CCR1)

College and Career Readiness provides support, training, coaching, and leadership across several areas including STEM, Career and Technical Education (CTE) and workforce and business connections. The areas of CTE, ACP, and STEM are changing rapidly, including the importance of integrating new and innovative technologies into PK-12 classrooms. To meet these changes head-on, CESA 10 has hired excellent, experienced staff to create a road map for schools into these exciting opportunities. Services include career readiness learning opportunities for students, parents, employers and other community partners. All professional development opportunities can be personalized and offered on-site at districts, including presentations to School Boards.

District Benefits:

Academic and Career Planning (ACP):

- Additional implementation strategies beyond grant deliverables
- Customized Redefining Ready assistance
- Personalized support to implement strategies providing student with vital career-based learning experiences
- Assist to promote community stakeholder engagement in all aspects of ACP

Career and Technical Education (CTE):

- Provide district leadership and guidance to identify CTE program goals, including analysis of CTE programs and develop a process to implement goals
- Provide assistance to CTE teachers and staff to review curriculum and integrate opportunities for students to earn industry-recognized credentials

- Provide assistance applying for the CTE Technical Incentive Grant and use of funding to strengthen quality CTE programming
- Provide district CTE teachers mentoring opportunities and assistance to promote and strengthen local Career and Technical Education Student Organization (CTSO) opportunities

PK-12 STEM Consultant:

College and Career Readiness recognizes that all students need opportunities to engage with complex, real-world problems to develop career mindsets from the youngest grades through graduation. STEM students use design thinking combined with appropriate technology to solve problems and develop deeper learning. Skills such as persistence, teamwork, and the application of gained knowledge to new situations are fostered by STEM education. These are in-demand skills that prepare all students for success in any endeavor. Our PK-12 STEM consultant can assist in developing and enhancing STEM learning opportunities that work within your content and across grade levels.

Professional Development Opportunities:

- Mentorship for individuals or teams interested in developing impactful classroom practices
- STEM curricula such as Project Lead the Way (PLTW)
- Creative uses of technology – video creation, podcasting, robotics, makerspaces, engineering
- Project-based learning planning and implementation
- Integration of STEM principles across the curriculum, PK-12
- STEM competitions and coaching support



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COLLEGE AND CAREER READINESS

- Strategic Computer Science for All(CSforALL) Resource & Implementation Planning Tool (SCRIPT) Action Planning facilitation

Student Engagement Opportunities:

- Engineering Machine Design Contest (grades 5-12)
- Hour of Code event planning and support
- After-school and summer STEM programming assistance

STEM Materials:

Our STEM kits come with technical guides and lesson plans, and on-site demonstrations in your classroom, upon request.

- Physical computing kits and robotics (Sphero, VEX)
- Media creation (Video, Stop Motion, Podcasting)
- Low-tech or No-tech engineering and construction challenges (KEVA, cardboard construction)
- STEM Energy kits (wind, solar, electrical circuit projects)

Please visit our College & Career Readiness website, ccr.cesa10.org/pk12-stem for more information regarding services provided by your CESA 10 STEM Consultant.



Business & Industry Partnership Consultant:

Our Business & Industry Partnership services connect CESA 10 staff and students with high-quality, engaging learning experiences in collaboration with our region's top employers and community partners. Connecting our K-12 students with career learning opportunities helps reinforce passion and confidence in their academic and career journey and helps grow, strengthen and diversify our regional workforce.

- Assist districts in arranging work-based and career-based learning activities including career guest speakers, business panels, mock interviews, job shadows and business and industry tours
- Assist to strengthen business and industry capacity to support K-12 education initiatives through one-on-one business support
- Assist to bridge the gap between industry and education by gathering relevant workforce and employability data from business partners and work to incorporate those findings into student education
- Develop resources for districts to use, including labor market information, recorded career pathway business panels, student education materials and more

Professional Learning Opportunities:

- Career Pathways for Students & Families
- Work-based Learning and Youth Apprenticeship Opportunities for Students & Families
- Work-based Learning and Youth Apprenticeship for Businesses
- Embedding Employability Skills in All Content Areas

Visit our College & Career Readiness website, ccr.cesa10.org/business-industry-partnerships for more information.



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COLLEGE AND CAREER READINESS

YOUTH APPRENTICESHIP

Chippewa Valley Youth Apprenticeship, administered by CESA 10 via a DWD grant, works with school districts in the Chippewa Valley to link students with on-the-job experiences in a way that benefits students, districts, and community businesses. Additionally, as a Chippewa Valley Youth Apprenticeship consortium member, you will have exclusive access to our Student Internships & YA Opportunities Job Board on our CVYA.CESA10.org website.

Student Benefits

- Paid work experience
- Opportunity to explore interest in a career area and increase future employability
- State-issued skills certificate
- Higher education credits

District Benefits

- Funding provided for each student registered for Youth Apprenticeship and additional funding of up to \$1,000 per student completing the YA program (through the CTE Incentive Grant)
- Real-world work experience for students
- Community linkages that gain support for the district

Business/Employer Opportunities

- Recruit and screen potential employees
- Improve the skill level of future workers
- Reduce employee turnover by hiring program graduates
- Chance to become involved with worksite curriculum
- Partner with local schools to prepare students for their future



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YOUTH APPRENTICESHIP
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EDUCATIONAL TECHNOLOGY

TEACHING AND LEARNING WITH TECHNOLOGY

The Teaching and Learning with Technology Service is customizable to meet your district initiatives surrounding teaching and learning with technology.

This service provides the coordination and management as defined by the Consortium Agreements and Bylaws for the Distance Learning Networks:

- CADENC (ET1)
- CWETN (ET2)
- Project CIRCUIT (ET3)
- WIN (ET4)

Joining or discontinuing this service is in accordance with the policies, procedures, responsibilities, and decisions established by the Consortium's governing body.

The Distance Learning network is wide and well established through decades of work and dozens of connections. Public and private school districts, universities, technical colleges, and other institutions are brought together to connect students and teachers across our region. The service provides opportunities beyond what is possible within your own school. Using technology, this opportunity removes geographic isolation and disadvantage. Distance Learning also creates educational, social, and cultural proximity where geographically it may not exist.

The team at CESA 10 brings a variety of specialties and experiences to provide a rich level of broad services to our districts. In-district professional development and instructional coaching are tailored to provide expertise and support for all K-12 teachers. The same tools and resources utilized to connect multiple districts can be applied to an individual district's need to reach their own students on or offsite.

District Benefits:

- Distance Learning high school-to-high school and higher education courses.
- Live streaming classroom activities and school events, as well as athletics.
- Distance Learning management and support.
- In-district support and educational technology coaching for all PK-12 teachers.
- Professional networks.

INSTRUCTIONAL MEDIA CENTER (ET5)

This service provides collaborative support for media specialists through in-district consulting and professional development. Curricular resources that meet state standards, support current educational initiatives, and respond to the curricular and professional development needs of all teachers are made available for users.

District Benefits:

- The CESA 10 IMC provides access to educational resources that are too costly to purchase or used infrequently. High quality, professional support is available for implementing and integrating the resources.
- Online resources are also available 24/7 and can be accessed both in and out of school. They provide teachers and students with instant and engaging content on endless topics for all grade levels.
- In-district library media specialist support is available for member districts. Contact the department director for additional information.
- Special Education funding can be used to support this service.



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EDUCATIONAL TECHNOLOGY

BIG RIVERS LIBRARY CONSORTIUM (ET6)

The Instructional Media Center hosts Follett's Destiny, a web-based, library management program for school libraries. This service is designed to provide school districts with an opportunity to increase the effectiveness of their school library media centers and improve student academic achievement by making district resources accessible from home and school. Each district maintains their own separate database; however, all databases are housed on one central server at CESA 10. The configuration reduces demands on your IT department, while still allowing autonomy for media specialists to manage their own records and policies. CESA 10 provides a secure hosted environment for consortium members and includes comprehensive data backup, reliable technology, and responsive administrative support.



E-RATE SUPPORT AND TECHNOLOGY PLANNING (ET7)

The federal E-Rate program provides schools with supplemental funding for the cost associated with internet access and internal network connections. Leveraging the E-Rate program to its fullest can help ensure that your long-term technology plans are feasible and fiscally sustainable.

The E-Rate program is a year-round process that requires multiple form applications and deadlines associated with those forms. CESA 10 can ensure compliance with the program requirements and help to maximize the funds available to your district.

We can help at all stages of the E-Rate process, including comprehensive technology assessments of your existing infrastructure and the development of a long-term technology plan.

District Benefits:

- Onsite Infrastructure and Technology assessment.
- Comprehensive assistance and support for your district's federal E-Rate application and other applicable federal funding opportunities.
- Guidance for compliance with all E-Rate requirements and regulations.
- Support for securing state and other technology funds.
- Development of a long-term technology plan.



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FACILITIES MANAGEMENT

OBJECTIVE

CESA 10 has been involved in providing facility-related services to schools and municipalities since the mid-1990s. Our Facilities Management Department strives to provide safe, healthy, efficient, comfortable, energy, and resource-conscious environments through shared knowledge, linkage to resources, and sustainable actions.

Decades of experience and expertise managing institutional facility needs complement CESA 10's unique position as a nonprofit educational service agency. In the last five years, more than 200 districts have utilized CESA 10 for their facility needs.

ENVIRONMENTAL HEALTH AND SAFETY SERVICES (FM1)

CESA 10's Environmental Health and Safety (EHS) Service provides cost-effective safety solutions while maintaining compliance with local, state, and federal regulatory agencies. Our team of experienced consultants serves more than 25% of the school districts in the state.

District Benefits:

- Site Safety Inspections
- Fume Hood Inspection
- Documentation/Program Audit
- Safety Program Training
- Review of DSPS Regulatory Inspections
- Assistance with Written Programs
- MSDSOnline Chemical Management
- Asbestos Inspections (ASHERA 6-month and 3-year)

Fee For This Service:

Fees are based on district square footage. Due to the nature of EHS services, an additional contract is required.

ENVIRONMENTAL PROJECT CONSULTING

Unlike many construction companies, CESA 10 is a fully-insured environmental company with certified professionals in Lead Hazard Inspection, Asbestos Supervision, Inspections, and Management Planning. We specialize in:

- Chemical Inventory Management
- Lead Paint and Water Testing
- School Radon Testing
- Mock OSHA Audits
- Asbestos Sampling
- Indoor Air Quality Testing
- Review of environmental hazards (asbestos, lead, mold)
- Project budgeting and scheduling
- Pre-construction or Renovation Environmental Assessments



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FACILITIES MANAGEMENT

REFERENDUM PLANNING

CESA 10's award-winning referendum service takes a multi-faceted approach to referendum planning. Facility Managers first review the district's strategic goals to determine their needs. Project Managers then perform a comprehensive facility audit to identify deferred maintenance needs, cost estimates, and provide solutions to ongoing challenges. Environmental experts consult during this step to ensure code compliance and proper contingencies are in place. Business Analysts research past referendum results and review community demographics and Marketing Specialists create a customized campaign package that focuses on school branding and messaging. The entire process is transparent so the district, Board of Education, and community understands the identified needs and the importance of fulfilling them.

Quick Facts:

- CESA 10 has won many state and national awards for school referendum campaigns!
- The referendum planning team boasts a perfect 100% success rate for districts and municipalities within CESA 10!

FACILITY ASSESSMENTS

Facility studies are a specialty of CESA 10 Facilities Management. Hundreds of customers have benefited from our investment grade audits, flexible prioritization matrices, and long-range planning. A facility assessment is often the catalyst to increase the safety, security, and efficiency of your buildings.

In addition to our all-encompassing facility assessments, CESA 10 also offers customized studies in the following areas:

- Roofing
- Space Utilization and Cost Analysis
- Tech Ed and other Shop Areas
- Playgrounds
- Mock OSHA
- Food Service Studies
- HVAC Troubleshooting and Optimization
- Fund 46

The Facilities Management department's team of engineers, Indoor Air Quality Professionals, School Risk Managers, Energy Managers, and Asbestos Management Planners, among many others, boast hundreds of years of cumulative experience specializing in school facilities.

"Thank you so much for your hard work, preparation, planning and guidance with this referendum. I truly believe we would not have been successful if not for you and your team."

Lynne Bauer, Finance Manager/Treasurer, City of Chippewa Falls



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FACILITIES MANAGEMENT

CONSTRUCTION MANAGEMENT

CESA 10 will serve as your construction manager from project identification and bidder selection, to subcontractor management and ensuring proper closeout. Our experienced team will act in your district's best interest to ensure the project stays on schedule and within budget.

CESA 10 also offers Construction Management as Agent, a service where the district holds the contractor and supplier contracts. This service allows CESA 10 to assist in a full-service way while avoiding additional bond costs.

Whether you want ultimate control over your budget or would rather have CESA 10 take the reins, this service allows our professional Project Managers to operate as the decision-maker on your behalf for a turnkey, yet fully transparent, project.

OWNER'S REPRESENTATIVE

Through our Owner's Representative service we act as your advocate and advisor through the review of contracts, design documents, change orders, bids, work completion, and quality. This unbiased, third-party review will be valuable during the design, installation, and ongoing operation of your equipment. Construction companies tout confusing contracts and hidden fees. Utilize CESA 10's Owner's Representative service to work solely for the district and cut through all the clutter.



"Working with other companies on past projects, I felt like I was getting \$0.40 on the dollar. With CESA 10, I feel like I'm getting more than my dollars' worth!"

Andy Grimm - District Administrator, School District of Winter



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FACILITIES MANAGEMENT

NATURAL GAS PURCHASING

The Natural Gas Purchasing Program was created in 1996 at the request of a school district. CESA 10 partners with a reputable natural gas marketing company to offer districts a sheltered budget through locked-in rates. Today, more than 28 school buildings in 14 districts take advantage of this lucrative service.

CESA 10 holds a periodic meeting on the history and goals of the program, including who is a good candidate, what a natural gas futures contract looks like, and the predicted future of the market. Districts are only able to join the Natural Gas Purchasing Program during a small window of time.



FOCUS ON ENERGY®

FOCUS ON ENERGY® is Wisconsin's statewide program for energy efficiency and renewable energy. The program provides technical expertise and financial assistance to complete projects that otherwise would not be completed or help them happen sooner than scheduled.

District Benefits:

- There is no cost for Focus on Energy services. Eligibility depends on your district being served by a participating utility.
- Financial incentives are available for lighting, HVAC, process systems, and kitchen and refrigeration equipment.
- Focus on Energy gave more than \$5 million to Wisconsin schools and government entities in 2022.

If your District is considering upgrading equipment or building renovations, contact Focus on Energy today to find out how they can help pay for energy-efficient system upgrades. Call 800.762.7077 or visit www.focusonenergy.com for more information.



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SPECIAL EDUCATION AND PUPIL SERVICES

OBJECTIVE

The CESA 10 Special Education and Pupil Services Department assists school districts in providing appropriate educational services to students with IEPs, in accordance with the Federal Individuals with Disabilities Education Act (IDEA). Our Pupil Services staff contribute to the quality of learning experiences offered in participating districts and work collaboratively to support student academic, social-emotional, and behavioral success.

The Department is dedicated to support participating districts in the development, implementation and evaluation of quality programs and services for students with disabilities. Guidance is provided to all districts for meeting the requirements of state and federal special education laws and regulations and coordinating the budgeting and management of special education funds and grants. The Department also provides and supervises licensed staff, itinerant services and district leadership.

The CESA 10 Department of Special Education and Pupil Services has been rated by area School Superintendents to be both highly responsive to meeting their needs (85.7%) and at a very high level of overall satisfaction with service delivery (85.8%).

Quick Facts:

- Professional Development events provided both in person and virtually for Special Education directors, educators, therapists, School Psychologists, and Speech/Language Pathologists.
- Over 50 highly qualified and licensed staff provide quality services to CESA 10 school districts.

- Offer over 30 types of services that are customized to meet your special education and pupil service needs.
- \$834,785 is School Based Services funds captured and returned to participating districts in 2021-22, a 13% increase from previous school year.
- District Flow Thru Grant claiming support, \$2,582,332
- Captured \$189,769 in revenue for High Cost applications for those districts participating in special education administration/fiscal support services.
- Assisted districts in serving 3,745 students with Individual Education Plans, a 20% increase from the previous school year.

SPECIAL EDUCATION LEADERSHIP (SE1A)

CESA 10 staff is licensed and experienced in recruiting, interviewing, hiring and evaluating special education staff. We provide leadership proficient in law, researched-based educational practices, parent rights, functional assessments, behavior strategies and plans, manifestation and expulsion hearings. Additionally our leaders are adept at fiscal management of special education funds, spending requirements and limitations. We will guide your district in the efficient and effective application of special education funds.

CESA 10 has proven experience across multiple districts with special educators, saving district resources and administrator time. Get access to the best leaders who participate in continuous, current professional development and updates through CESA 10. We will also provide leaders the opportunities for director networking via RSN, and fiscal support for latest trends and requirements for special education funds. Save time and money today by using Special Education Director Leadership.



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SPECIAL EDUCATION AND PUPIL SERVICES

NEW DIRECTOR/DESIGNEE SUPPORT (SE1B)

New Director Support provides responsive real life mentoring and practical help for new directors. We are on call with tools, resources and strategies for budgets, evaluation, IEP and legal compliance knowledge. Ensure the success of a newly hired staff while avoiding budget errors, inadequate IEPs, parent complaints and due process hearings.

CESA 10 provides expert personalized support for each director/designee far beyond what is available through issue specific phone contact with DPI, via mentoring and coaching.

SPECIAL EDUCATION ADMINISTRATION/FISCAL SUPPORT (SE2A)

Special Education Fiscal Support provides assistance for administrators and bookkeepers with reporting requirements for IDEA, budget development, filing of claims and assurances, categorical aid, Maintenance of Effort (MOE), and equitable services calculations.

CESA 10's fiscal experts provide guidance to maximize the effective utilization of district special education dollars. This service may be covered using IDEA grant funds.

EARLY CHILDHOOD ADMINISTRATION SUPPORT (SE2B)

Early Child Administration Support provides technical assistance and support to district early childhood educators, speech/language pathologists and office personnel. Support is focused on DPI required results and coding

reporting ensuring accuracy and timeliness in district submissions. For your convenience, technical assistance is available face-to-face, via phone, and electronically.

CESA 10 has extensive experience troubleshooting with multiple districts. Our expertise on both the required content and methods associated with the multiple reports required by the WDPI will ensure accuracy and compliance for your district.

EARLY LEARNING CONSORTIUM (SE2B(a))

Supporting teachers, administrators, paraprofessionals, related services, and early intervention personnel, as well as community partners to enhance and continue developmentally appropriate practices for 3- to 5-year-olds. The regional professional development activities are designed to support all staff in developing and achieving the highest potential for students in Early Childhood programming.

SBS/MEDICAID SUPPORT (SE2C)

SBS/Medicaid Support service provides high quality comprehensive management of all facets of capturing SBS/Medicaid dollars for districts. Technical assistance, support and vendor coordination is provided. In-district training is provided for staff, with individual support when needed as well as quarterly submission of financials. Resources, materials and strategies are provided to increase and maintain efficient and accurate documentation of eligible services provided to districts.

The high priority focus and close oversight of this service ensure that your district both claims and



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SPECIAL EDUCATION AND PUPIL SERVICES

receives every allowable dollar. Ongoing communication with both the vendor and governmental agencies improves procedures and ensures expert service. Our quarterly reviews and enhancements provide resources, strategies and training practices. Our staff maintain active efforts to build staff awareness and motivation to participate with the goal of increasing dollars for districts every year.

PROGRAM CONSULTATION & PROFESSIONAL COACHING (SE2D)

Access in-district consultation for educators and administrators on special education issues, and technical assistance and support with challenging or uncommon student needs through CESA 10s Program consultation service and coaching. Support for educators on how to use student data and implement improvement plans with fidelity. Build your staff capacity with behavior management, assessment, IEP development, and full implementation of educational plans. Through the coaching conversation, staff engages in reflective practice and ongoing professional development to positively impact student outcomes. Support is provided on an individual and/or group basis. We can assist with parent questions or concerns, and lead or moderate contentious IEP meetings. Districts that purchase this service will have priority access to personnel within the school year and will receive services at a reduced rate as compared to those who request services within the school year. Services customized to meet your district's unique needs.

Program consultation and coaching areas could include:

- Early Childhood (Curriculum, Instruction, and Assessment, Child Development)

- Challenging Behavior, determining the function(s) of a child's behavior
- Classroom Management
- Nonviolent Crisis Intervention Training
- College and Career Ready - Individual Education Program (CCR-IEP Beliefs/Steps/Facilitation)
- Inclusive Practices that promote equitable access for all
- District Leadership Teams (communication protocols, effective meeting protocols, fidelity assessment data)
- Coaching new and emergency licensed special education staff
- Observation, Feedback, and Coaching for Staff
- Creating or Improving District Coaching/Mentoring Plan
- Assistive Technology
- Certificate of Clinical Competence supervision for Speech & Language Pathologists.

PROFESSIONAL DEVELOPMENT (SE2E)

This service provides professional development offerings and networking opportunities for special educators, paraeducators and special education leaders covering state and federal educational initiatives and current trends in special education.

CESA 10 provides a comprehensive menu of offerings tailored to the needs of special educators at free or reduced cost access for participating district staff. Our cooperative method gives us the ability to bring in presenters and specialized trainings beyond individual district budgets. We utilize various learning methods and platforms to increase district staff access. CESA 10 also provides networking



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SPECIAL EDUCATION AND PUPIL SERVICES

opportunities for specific groups of professional special educators.

District Benefits:

- Educator and Paraeducator access to engaging and collaborative professional development opportunities
- Access to specific professional development tailored to your staff and district's needs
- Availability of professional development options for new special educators, pupil services staff, and those staff on improvement plans

PARAEDUCATOR.NET (SE2F)

Participation in this service gives a district subscription access to providing an online option for paraeducators to obtain “Highly Qualified” certification as required by State and Federal guidelines, as well as participating in ongoing professional development to improve job performance. A district can utilize a standardized protocol of required courses and assessments or develop an individualized listing for each paraeducator.

Software support includes participant enrollment, data management, technical assistance and progress monitoring, available to participants and district administrative staff. Certificates are issued upon the successful completion of “Highly Qualified” requirements.

District Benefits:

- Provides professional coaching for paraeducators.
- Provides a method for paraeducators to meet “Highly Qualified” status if they lack the required two years of technical

college or a four-year college degree.

- Provides a comprehensive program of skills and expertise to enhance paraeducator job performance and effectiveness.
- Can be individualized to address specific skills areas for development or improvement.
- Can be utilized to support a paraeducator's Specific Learning Objective (SLO).
- Maintains a record of the paraeducator's completed courses and assessments, as well as their competency scores.

Fee For These Services:

- Cost is based on subscription cost divided among the number of user districts' ADM.
- Fees range from \$30-\$200
- Can be funded through IDEA funds

SCHOOL PSYCHOLOGIST (SE3A)

Allow CESA 10 to do the recruiting, hiring, retention and evaluation of highly qualified and fully licensed school psychologists to save your district time and cost.

CESA 10 provides the opportunity for districts to access the exact amount of school psychology services needed, while sharing costs and avoiding the time commitment of recruitment and hiring activities, and evaluation headaches.

District Benefits:

- Evaluation of students referred for possible disabilities
- Expert coordination of due process procedures through the referral process
- Participation in IEP teams including



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SPECIAL EDUCATION AND PUPIL SERVICES

- written documentation of IEP decisions
- Assist in collecting, coordinating, interpreting, and utilizing medication information to meet the educational and psychosocial needs of students who have IEPs or are referred for evaluation
- Psychological expertise available for individual or group counseling, IDEA legal compliance, teacher consultations, and parent conferences

SCHOOL PSYCHOLOGIST SUPPORT SERVICES (SE3B)

CESA 10's School Psychologist Support provides comprehensive professional development opportunities and supervision for school psychologists. We offer access to a library of current assessment materials and test protocols and support for computerized scoring. Professional networking with individual and group support is also included.

Ongoing current professional development supported with networking specific to the profession provides expert staff and cost savings to districts as materials and test purchases are shared. Psychologists benefit from responsive interaction with supervisors regarding challenging cases and procedural issues. Network sharing also improves professional performance and staff satisfaction. Protect and support your valuable staff by accessing this service today.

Fee For These Services:

- Cost is based on districts' ADM.
- Can be funded through IDEA funds

VIRTUAL CLERICAL SERVICES (SE3B(A))

Virtual Clerical Services provide support for IEP software forms, documentation, record keeping and filing. This NEW program saves valuable psychologist time for evaluation, observation and other student-based activities. It also helps to keep districts IEP-compliant, without the need for hiring additional in-district secretarial staff.

SEEDS SOFTWARE/SUPPORT (SE3C)

CESA 10's SEEDs Support Team provides technical assistance, training and support for district special educators utilizing the SEEDs software document management system. Utilization provides a platform to enhance your district's SBS/Medicaid claims and resulting return of revenue. CESA 10 SEEDs Software personnel obtains all upgrades and has input into the software's evolution. CESA 10 also has cross-trained staff available by easy access to all participating districts' special educators.

ITINERANT SERVICES

Itinerant Services through CESA 10 are developed to assist rural districts as they serve students with disabilities. Available services include instructional services and supports from specially trained and licensed educators for students with significant hearing and vision impairment and loss. In the itinerant service provider model, CESA 10 Teachers of the Deaf and Hard of Hearing, Teachers of Students with Visual Impairments and Orientation and Mobility



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SPECIAL EDUCATION AND PUPIL SERVICES

Specialists work in partnership with a district's special education professional and support staff to meet the needs of students. Educational interpreters are also available to work directly with hearing impaired students who require that assistance.

CESA 10 employs occupational and physical therapists, a school nurse, and educational audiologists to provide the related services required in student IEPs and to support both regular and special educators in their work with students with disabilities. Direct student services, assistance with assessment, specialized equipment, assistive technology, device testing, implementation and follow-up, as well as teacher training and support are provided. This service delivery model provides support to students in natural environments to increase access and opportunity as well as provides quality, cost-effective services to students and staff in member districts. We will continue to evaluate and add itinerant services as needs arise in our member districts.

DEAF AND HARD OF HEARING INSTRUCTIONAL SERVICES (SE4A)

In this service, assessment and instructional services are provided by a licensed educator of the Deaf and Hard of Hearing. Teachers of the Deaf and Hard of Hearing coordinate services in partnership with a local special education teacher/case manager. Itinerant instruction, educational consultation, and resource information are provided. Instructional support may include pre-teaching, re-teaching, reinforcement of classroom information, or supplanting a class. This service enables districts to provide mandated special education to low incidence students through a purchased service, at an efficient cost, matched to each

individual student's needs. We eliminate the need for individual districts to seek and hire Deaf and Hard of Hearing specialist, who are limited in number.

District benefits:

- Provides consultation, materials and techniques to general and special education teachers who serve students with hearing impairments
- Provides instructional services to support the IEP of students with a hearing impairment

EDUCATIONAL INTERPRETER/ COMMUNICATIONS AIDE (SE4B)

CESA 10's Educational Interpreter/Aide service provides certified/trained staff who facilitate communication for deaf students. This increases opportunities for students to participate in a school environment. Services are based on specific student needs and may be paid for using IDEA funds.

CESA 10 recruits, hires and trains qualified staff to be assigned to districts based on your individual students' needs. We provide time and cost savings to districts, as well as flexibility as student needs and enrollments change.

EDUCATIONAL AUDIOLOGY BASE SERVICES (SE4C)

This service provides diagnostic hearing evaluations for any student previously screened by district staff whose results are questionable, or difficult-to-test, and in need of further testing to conclude hearing status is adequate to access spoken instruction in the learning environment. Professional suggestions for medical attention is



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advised for those that indicate hearing loss is present. Additionally, our educational audiology team serves as a resource for questions and guidance to district hearing screening programs.

Our team works with districts to support students and educators with appropriate Classroom Audio Distribution System (CADS) to increase auditory access of spoken instruction for all students as well as decrease teachers' efforts put forth to project spoken communication in class, saving the voice qualities of educators and reducing absenteeism due to vocal strain. Classroom acoustics support is available to determine needs for adequate auditory access for all learners, support with selection, ordering, set up assistance and troubleshooting in conjunction with the assigned in-district point of contact is available. Options are also available to educate staff and students on the effects of loud noise exposure and the importance of hearing protective devices (HPD) in those loud environments.

CESA 10 employs doctoral level licensed educational audiologists who, on an itinerant basis, visit schools. Such specialized professionals are difficult to recruit and retain.

EDUCATIONAL AUDIOLOGY IEP-RELATED SERVICES (SE4D)

This service provides individualized support for student specific auditory needs in the learning environment. This includes audiology assessments of hearing and listening to assist in determining eligibility for Special Education services. Educational audiologists are an IEP team member representing the audiological impact and offering appropriate considerations for accommodations. If appropriate as determined by the IEP team, Hearing Assistive

Technology (HAT) is required to be fit by a licensed audiologist. Fitting, in-servicing teachers and the student, and supporting daily use of HAT are included. Periodic cleanings/performance checks of personal hearing aids, fitting and maintaining recommended direct-fit Hearing Assistive Technology (HAT) systems and other assistive devices fall under this category. Earmold impressions of students may be completed as determined on an individual basis as part of the HAT system fitting. Our team is able to assist families, as needed and feasible, in transporting personal hearing aids or earmold impressions to the clinical audiologist for expedited turnaround of working devices to support auditory access in the learning environment.

*CESA 10 Audiology IEP service includes access to and fitting of direct-fit Hearing Assistive Technology (HAT) for eligible Special Education Hard of Hearing students to increase auditory access of spoken instruction and communication in school.

Additionally, our educational audiologists are connected with area clinical audiologists to serve as a communication link between medical and educational professionals regarding student information on hearing status, medical treatment plans, and/or amplification fittings/programming/modifications/loss or repair reports.

Finally, otoacoustic emissions (OAE) screenings are offered to Early Childhood Special Education (EC-SE) students and those Special Education populations unable to be screened by the district using traditional behavioral testing. Educational Audiology Base Services (SE4C) must be purchased in order to access this service (SE4D).



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SPECIAL EDUCATION AND PUPIL SERVICES

OCCUPATIONAL THERAPY (SE4E) ASSISTIVE TECHNOLOGY PHYSICAL THERAPY (SE4F)

CESA 10 Occupational Therapists provide specialized designed intervention methods to assist students with self-care and classroom activities. Education, consultation and support to family members working on student IEP goals are also provided. Therapists work to support IEP goals that are developed in the context of the school environment, across educational settings, using grade level academic and functional expectations. They also facilitate crucial communication between medical and community-based providers regarding students with educational and developmental needs. Assistive Technology Services are available as needed.

CESA 10 Physical Therapists provide specialized strategies to enhance a student's positioning and mobility in the school environment. Recommendations are provided for equipment to assist students in the classroom and provide mobility in school, seeking to obtain full participation in classroom activities for students with IEPs. Therapists work to support IEP goals that are developed in the context of the school environment, across educational settings, using grade level academic and functional expectations. Services help to ensure students can fully benefit from the special education services required by the IEP.

CESA 10 recruits, hires and retains quality occupational and physical therapists and supports them in an itinerant service provider model. This allows districts to receive excellent service for lower costs, provided in the school setting. For all eligible services, CESA 10

therapists document and submit information for allowable SBS/Medicaid billing and return funds to districts to offset service costs. Services may also be funded with IDEA dollars.

OVERDRIVE SERVICES (SE4E(A))

This online service provides audio books to allow full access to additional curriculum materials (novels, etc...) for special education populations in grades 3-12. There is an initial charge for setup, and then an annual fee based on usage and size of district.

CESA 10 guarantees no waiting period if the material requested is available in audio format. Once CESA 10 purchases the material, the books stay in our library and available materials continue to grow for all parties. We provide easy and quick access, usually within two hours. Technical support is also provided to students and teachers as part of the service.

VISION-IMPAIRED SERVICES (SE4G)

CESA 10 Teachers for the Blind & Visually Impaired provide assessment and instruction to students who have a visual impairment that affects their educational performance. Instruction may include Braille, use of adaptive equipment and assistive technology, computer and typing skills, skills of daily living, use of low vision aids and other skills that are included in the Expanded Core Curriculum for Students with Visual Impairments.

- Adapts materials for students with visual impairments including, tactile drawings, Braille and large print, and orders textbooks in Braille and large print.



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SPECIAL EDUCATION AND PUPIL SERVICES

- Conducts functional vision assessment to determine how the students with visual impairments functionally use their vision to perform classroom tasks.
- Consults with teachers, parents and school staff, regarding the student's needs and the accommodations that are necessary for the student to participate in his or her educational settings.
- Provide training and resources to school staff and parents regarding adaptive equipment, and teaching techniques specific for students with a visual impairment.
- Provides information to teachers, parents, and school staff about the impact of a vision loss on classroom learning.
- Interprets information obtained in eye reports and consults with optometrists and ophthalmologists to clarify medical information.
- Participates in individual Education Planning meetings for students with visual impairments and assists the educational team in program placement decisions.

ORIENTATION AND MOBILITY (SE4G(A))

CESA 10 Orientation & Mobility Specialists provide assessment and instruction to individuals with visual impairments in the use of their remaining senses to maintain orientation and travel safely in all environments. Instruction may include the use of long cane, concept and motor development, sensory development, sighted guide techniques, street crossing and route planning, use of public transportation and travel within a variety of communities. An O&M

Specialist also consults with and provides training to school staff and families of students with visual impairments as to how they can help encourage independent travel skills and make the student more independent at school, in the community, and in the home environment. CESA 10 recruits, hires and retains quality Vision-Impaired and Orientation and Mobility instructors, supporting them in an itinerant service provider model. Working cooperatively, local districts have access to excellent services from hard to find specialty staff to meet the unique needs of students.

MENTAL HEALTH CONSULTANT (SE4H)

This service provides consultation and training to district administrators, student service staff, and educators on topics related to mental health from a master's level Licensed Professional Counselor or equivalent mental health professional. Services include consultation in implementing district programming to address universal concerns, support in talking with community professionals to create more unified services and access to care, and formal or informal trainings for staff and community members to increase mental health literacy (i.e. Mental Health First Aid, QPR, or school specific related concern). The Mental Health Consultant can also provide consultation and conceptualization services about individual students in both crisis and non-crisis situations. These consults can lead to assistance in classroom coaching, conversations with guardians, or other support professionals. The potential for clinical counseling services through CESA 10 is being explored.



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SPECIAL EDUCATION AND PUPIL SERVICES

IN-DISTRICT PERSONNEL

Allow CESA 10 to recruit, hire, retain and evaluate quality school-based staff to serve in districts in hard to fill positions including: Early Childhood Special Educators, Speech/Language Pathologists, Special Education Paraprofessionals, and School Social Workers.

- Early Childhood Special Education Teacher (SE5A)
- Speech-Language Pathologist (SE5B)
- Special Education Paraprofessional (SE5C)
- Social Worker (SE5D)

CESA 10 recruits and hires qualified staff to be assigned to your district based on your individual students' needs. Using CESA 10 staff saves time and resources!



FOSTER GRANDPARENTS (SE6)

The CESA 10 Foster Grandparent Program (FGP) pairs Foster Grandparents with students to serve as role models, mentors, tutors, and friends. Foster Grandparents are income qualified adults who are at least 55 years old. They work in classrooms during the school day under the direction of teachers on tasks such as reading, practicing math facts, and spelling words.

Due to the efforts of the CESA 10 Foster Grandparent Coordinator, and support by CESA 10 districts, this program has continued despite recent changes in state methods of funding. This program has been honored as a Daily Point of Light recipient for being an exemplary model for inter-generational relationships.

Foster Grandparents:

- Develop relationships with the students and other adults in the school.
- Offer comfort and love, setting a child on the path toward a successful future.
- Work individually with students to meet their needs one-on-one.
- Share experiences, wisdom and compassion.
- Earn a small stipend and a transportation reimbursement if income qualified.
- Serve a minimum of 15 hours/week.
- Are provided pre-service and in-service training as well as insurance and often a school meal while serving.

The Foster Grandparent Program is sponsored by The Corporation for National and Community Service, Wisconsin Department of Health Services and locally by CESA 10.



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C·E·S·A¹⁰

Cooperative Educational Service Agency