



# Catalog of Services 2018-19

## Where Service and Leadership Unite

Cooperative Educational Service Agency 10  
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[www.cesa10.k12.wi.us](http://www.cesa10.k12.wi.us)

## NEW THIS YEAR

**The 2018-19 Catalog of Services includes new programs and services previously not offered. They include:**

### **Nursing Services (SE 4H)**

Registered nurses provide a full range of health care services for schools including IEP Team evaluations and participation for students with significant medical/health care needs, medication administration and management, specialized health care and assessments for students with disabilities, coordination of student immunization compliance, health education, First Aid, CPR/AED training and other important duties.

Please refer to page 46

### **WISENotes**

CESA 10 is your premier resource for high quality educational speakers and consultants. Our vast array of leaders in education are available to provide keynotes, training, and motivational speaking for CESA 10 member districts and other organizations nationwide that serve pupils.

Please refer to page 8

### **Superintendent Search**

CESA 10, a name you can trust, can assist your district in the important task of selecting your next educational leader. Our search process will be tailored to meet the needs of your district at a cost that is budget friendly. Our quality staff is excited about the opportunity to assist you.

Please refer to page 7

### **Strategic Planning**

CESA 10 can assist your district's long- and short-term planning by facilitating the strategic planning process. This service will be tailored to meet the individual needs of your district and will follow a process mutually agreed upon.

Please refer to page 8

## IN DEVELOPMENT

The consultants and leaders at CESA 10 are continually looking for new and better ways to serve member districts and save you time and money. Using a multi-step process, the CESA 10 team conducts formal and informal assessments of customer needs and interests, engages in research and exploration regarding possible programs and services and takes ideas through a process that includes conceptualization, design, development, implementation, marketing, and evaluation.

Below are services that are currently "in development." These are currently being piloted or in the initial stages of development.

### **Technology Vulnerability Testing**

CESA10 is in the process of developing a new network security service that we would like to offer to all of our member school districts called an External Penetration Test (EPT). An EPT is a method of assessing your district's network security risks by simulating a real-world attack. During an EPT, a security analyst reviews and tests the ports and services available on the organization's external network. These are the ports and services that would be visible to anyone on the public Internet.

This service can become a valuable part of your district's annual due diligence to ensure your student and financial data are safe and protected. Please contact the IT department at CESA10 to schedule an External Penetration Test for your district.

Please refer to page 9

### **Central and Business Office Support**

CESA 10 has begun to pilot and has developed plans for the provision of services that support school district central and/or business offices in areas including, but not limited to payroll and other general accounting or budgeting support.

### **NASDTEC Clearinghouse**

The National Association of State Directors of Teacher Education and Certification created a searchable database to supplement background checks. The database contains information regarding annulled, denied, suspended, revoked, or otherwise invalidated professional educator licenses.

### **Grant Writing**

Grant-writing and support is currently being developed as a potential service. If your district has a need for grant support, please contact the agency administrator.

### **Social Media and Marketing**

CESA 10 is busy developing a new social media consulting service. This service, while still in its inception phase, will offer districts a hands-on Social Media 101 training that provides participants with the tools and resources needed to efficiently and effectively manage a successful social media campaign. Districts can also take advantage of social media management and speaking opportunities. If your district is interested in engaging staff, students, and the community in your digital conversation, then this is the service for you. Contact the agency administrator to learn more.

**If your district could benefit from any of these services, or if you have an idea or needs that you believe CESA 10 could pilot in your district, please contact the agency administrator.**

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## A LETTER FROM THE ADMINISTRATOR

Agency Leadership

Operations

Learning Services

Facilities Management

Special Education

Cooperative Educational Service Agency 10 (CESA 10) is in business to serve educators and students. CESA 10 is committed to providing high-quality services to districts in the areas of leadership, consultation, professional learning, facilities management and specialized personnel who work directly with students.

CESA 10 services are tailored to meet the needs of member districts. In that regard, the agency provides leadership and assistance to districts as they implement state and federal initiatives and as they work to meet guidelines set forth by the Wisconsin Department of Public Instruction and the United States Department of Education. CESA 10 employees are committed to the belief that collaboration is the key to school success in rural Wisconsin.

Please take a moment to review the service options described in this catalog. These are regularly modified based on the needs identified by districts. We continue to encourage your feedback and suggestions related to programs and services.

These are exciting and challenging times for educators in Wisconsin and across the nation. The staff at CESA 10 will continue to do its best to help districts and students succeed.

Michael Haynes, CESA 10 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:

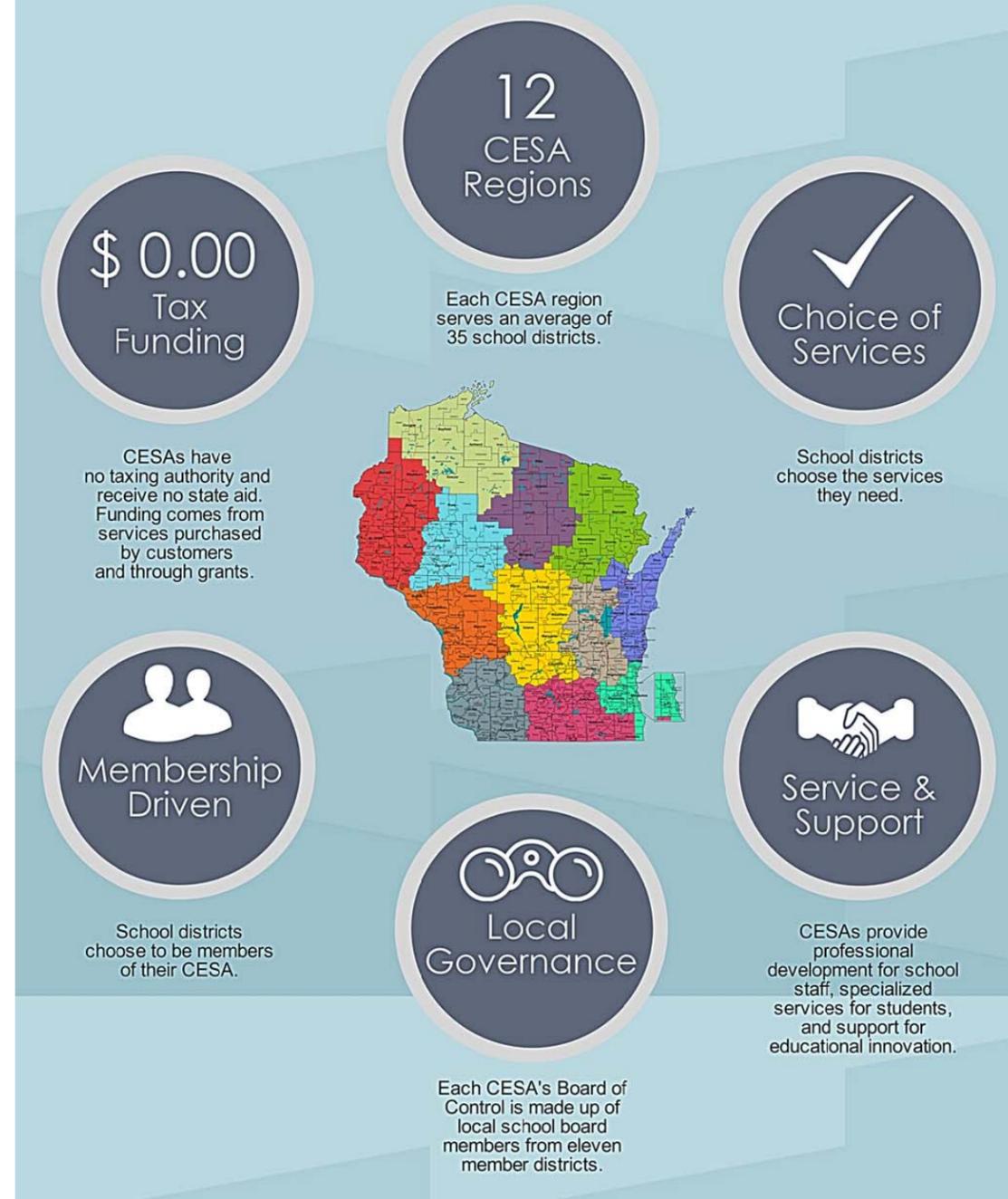
- Cale Jackson - Loyal
- Heidi Taylor-Eliopoulos - Chippewa Falls
- Bill Tourdot - Osseo-Fairchild
- Paul Uhren - Ladysmith
- Scott Woodington - Granton

### Cooperative Educational Service Agency 10

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# INTRODUCTION

## Wisconsin's CESAs Cooperative Educational Service Agencies



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# INTRODUCTION

## CESA DISTRICT MAP



## CESA 10 SCHOOL DISTRICTS



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# INTRODUCTION

## DISTRICT ENROLLMENT

The enrollment numbers listed below are based on the count taken on the third Friday in September, 2017.

Abbotsford	760	Granton	240
Altoona	1,612	Greenwood	421
Augusta	593	Ladysmith	725
Bloomer	1,263	Lake Holcombe	323
Bruce	497	Loyal	545
Cadott	864	Medford	2,145
Chippewa Falls	5,262	Mondovi	977
Colby	954	Neillsville	948
Cornell	392	New Auburn	300
Eau Claire	11,334	Osseo-Fairchild	834
Eleva-Strum	624	Owen-Withee	483
Fall Creek	790	Spencer	778
Flambeau	574	Stanley-Boyd	1,090
Gilman	398	Thorpe	582
Gilmanton	151		



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# INTRODUCTION

## DISTRICT UTILIZATION OF CESA 10 SERVICES LOCAL AND GRANT FUNDING

2017-18	Abbotford	Altoona	Augusta	Bloomer	Bruce	Cadott	Chippewa Falls	Colby	Cornell	Eau Claire	Eleva-Strum	Fall Creek	Flambeau	Gilman	Gilmanton	Granton	Greenwood	Ladysmith	Lake Holcombe	Loyal	Medford	Mondovi	Neillsville	New Auburn	Osseo-Fairchild	Owen-Withee	Spencer	Stanley-Boyd	Thorp
O 1	Delivery Services																												
LS 1	LS Leadership																												
LS 2	Tech Consulting/Staff Development																												
LS 3	CADENC																												
LS 4	CWETN																												
LS 5	Project Circuit																												
LS 6	WIN																												
LS 7	Video Services																												
LS 8	IMC																												
LS 9	IMC Big Rivers																												
LS 10	E-Rate Support and Planning																												
LS 11	Software Hosting Services																												
FM 1	Environmental Services																												
FM 2	Energy Management																												
SE 1A	Leadership																												
SE 1B	New Director Support																												
SE 2A	Admin/Fiscal Support																												
SE 2B	EC Admin Support																												
SE 2C	SBS/Medicaid Support																												
SE 2D	Program Consultation																												
SE 2E	Prof. Develop																												
SE 2F	ParaEducator.Net																												
SE 3A	School Psych Service																												
SE 3B	School Psych Support																												
SE 3C	SEEDS Support																												
SE 4A	HI Services																												
SE 4B	Ed Int/Aide																												
SE 4C	Ed Audio-Basic																												
SE 4D	ED Audiology IEP Service																												
SE 4E	OT Services																												
SE 4Ea	Overdrive Subscript.																												
SE 4F	PT Services																												
SE 4G	Vision Services																												
SE 5A	Early Childhood																												
SE 5B	S/L Services																												
SE 5C	Social Work Services																												
SE 6	Foster Grandparents																												

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# INTRODUCTION

## COMPLETING YOUR SERVICE CONTRACT

This catalog details the myriad of 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 2018-19.
2. Read through the catalog and review your district's *Service Summary* 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 Summary of Services Estimate and the Basic Service Contract** and return these contracts to Mike Haynes at the CESA 10 office.

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

To attract and retain top quality staff, we would like all contracts returned by **Thursday, March 29, 2018**. However, we understand if there are delays in the process. 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 Mike Haynes if you have any questions.

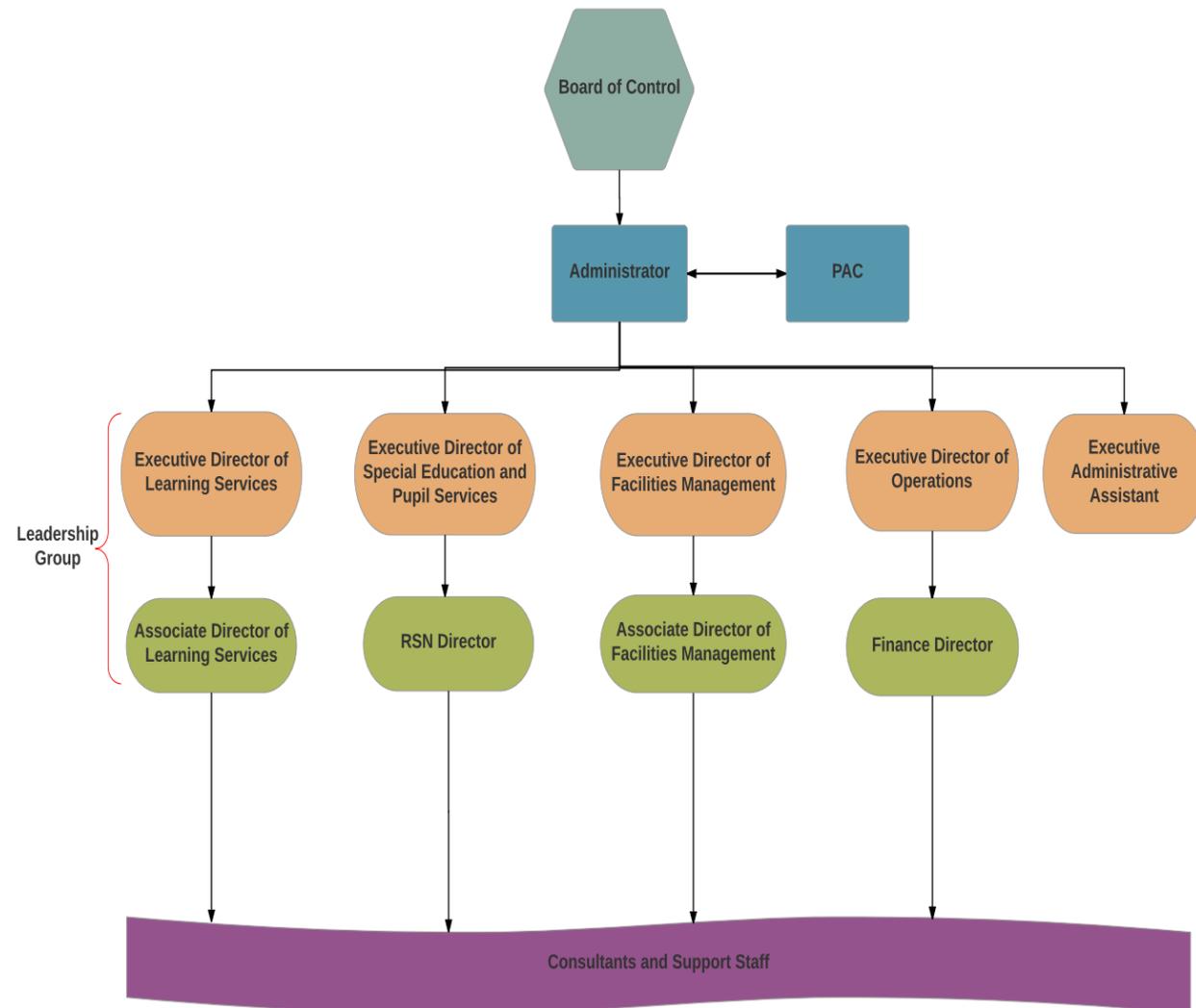


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# INTRODUCTION

## CESA 10 ORGANIZATIONAL CHART



### For more information

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# ADMINISTRATIVE SERVICES LEADERSHIP

## SUPERINTENDENT SEARCH SERVICE

CESA 10, a name you can trust, can assist your district in the important task of selecting your next educational leader. Our search process will be tailored to meet the needs of your district at a cost that is budget friendly. Our quality staff is excited about the opportunity to assist you.

From the beginning of the search to past the hiring, CESA 10 partners with your district to select the highest quality candidate. While the search process will be individualized to meet your district's needs, activities available include, but may not be limited to any of the following:

- Development of Position Profile and Brochure
- Posting and Advertising
- Collecting Feedback from Staff and Community
- Initial Screening
- Facilitating the Interview and Selection Process
- Acting as a Liaison between the Board and Candidates
- Facilitating Contract Creation
- Mentoring and Coaching for One Year

**The cost of the search is \$5,000 and is based on the time and resources needed to conduct the search from start to finish as determined by the activities selected above.**

The Superintendent Search Service is not a service to which districts subscribe annually and can be added at any time. For more information, contact the agency administrator.



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# ADMINISTRATIVE SERVICES LEADERSHIP

## STRATEGIC PLANNING



CESA 10 can assist your district's long- and short-term planning by facilitating the strategic planning process. This service will be tailored to meet the individual needs of your district and will follow a process mutually agreed upon.

The first step, if you chose CESA 10 to facilitate your strategic planning process, is a meeting that includes the CESA 10 administrator and members of your leadership or governance team. Once a process and timeline are established, CESA 10 will facilitate each step and provide templates and tools to ensure your district is prepared to implement a plan.

**The cost for this service is \$1,000, but will vary based on the timeline and desired outcome.**

## WISENOTES

CESA 10 is your premier resource for high quality educational speakers and consultants. Our vast array of leaders in education are available to provide keynotes, training, and motivational speaking for CESA 10 member districts and other organizations nationwide that serve pupils.

WISENotes is not a service to which districts subscribe. Please refer to the WISENotes website for more information or to book a speaker. The website is [WISENOTES.cesa10.org](http://WISENOTES.cesa10.org)

### For more information

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# ADMINISTRATIVE SERVICES INFORMATION TECHNOLOGY

PLEASE NOTE - ALL OF THE SERVICES RELATED TO DISTANCE LEARNING AND EDUCATIONAL TECHNOLOGY WILL BE LISTED IN THE LEARNING SERVICES SECTION OF THE CATALOG.

## SOFTWARE HOSTING SERVICE (AD 1)

Currently, this service is utilized by alio customers.

There will be other cost-effective opportunities available as software and data hosting move to a virtualized environment. Possible applications for districts include: off-site data backup, virtual servers and virtual storage. Contact the Agency Administrator if you have any questions regarding CESA 10's hosting service.

## TECHNOLOGY VULNERABILITY TESTING

CESA10 is in the process of developing a new network security service that we would like to offer to all of our member school districts called an External Penetration Test (EPT). An EPT is a method of assessing your district's network security risks by simulating a real-world attack. During an EPT, a security analyst reviews and tests the ports and services available on the organization's external network. These are the ports and services that would be visible to anyone on the public Internet.

When scoping these assessments, the analyst will typically ask that the organization's source IP addresses are whitelisted in any Intrusion Detection System (IDS) or Internal Prevention System (IPS) for the purpose of providing a complete and accurate review of their external ports and services. During this test, the analyst will be in close contact with your technology staff and your internet provider to make certain this procedure does not impact your network access or performance - even so, it is usually completed after hours. Upon completion of the EPT, a report will be generated and shared with your district's technology staff, along with support for addressing urgent issues which may have been revealed.

This service can become is a valuable part of your district's annual due diligence to ensure that your student and financial data are safe and protected. Please contact the IT department at CESA 10 to schedule an External Penetration Test for your district.

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# OPERATIONS

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

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

## COOPERATIVE PURCHASING SERVICES

Cooperative purchasing services are available to school districts for bulk purchases of items related to computer/AV/media, copy paper, and art paper supplies. There is no cost to participate and information is sent to all CESA 10 districts in February. Quotes are obtained in the spring with delivery of products prior to the start of the next school year.

**NOTE: There is no charge for this service.**

## DELIVERY SERVICES (O 1)

The Operations Department provides administration and supervision of a CESA-wide delivery system which provides each participating district with van delivery service once a week during the school year.

**How can this service benefit your district?** The cost to ship within CESA 10 is very low compared to other delivery services.

### Quick Facts:

- Cost of \$1,500 per district
- Fee covers the cost of van, drivers, and support services staff
- 22 districts participate in this program

### For more information

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# OPERATIONS

## FINANCIAL SOFTWARE SERVICES

CESA 10, along with CESAs 5 and 7, provide financial software support to local school districts and counties as the Wisconsin Regional Computing Centers (WiRCC).

### How Can This Service Benefit Your District?

The alio® financial software is a comprehensive array of applications designed to efficiently automate all of the Financial Management and Human Resource processes of public education and local government. Accountants, auditors, and technical design personnel have provided extensive expertise in the planning and design of the alio products. The software is flexible to meet the needs of organizations of all sizes. Although alio is sophisticated in design, it is easy to capture and retrieve information using the system.

Consultant support is provided to 47 school districts and five counties in the following areas:

- Detailed instructions and access to procedure manuals
- Implementation of the software and training on all the processes of the software
- Coordination of hosting services with the technology staff
- Telephone support
- On-site software support and problem-solving
- End of year workshops
- New user workshops

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



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# LEARNING SERVICES

The Learning Services Department's objective is to strategically support learning structures for students and educators in member school districts.

## SCHOOL IMPROVEMENT SERVICE (LS 1)

Through the School Improvement Service, our team of educational consultants and leaders will support member districts in creating cultures of engagement to drive high performing schools and meet individual district needs in the following areas:

- Leadership
- Educator Effectiveness
- Curriculum, Instruction and Assessment
- Science, Technology, Engineering and Math (STEM)
- Data and Accountability
- Gifted and Talented
- Student Centered Instructional Coaching
- Professional Learning Communities

The fee structure for School Improvement Services is calculated using a formula based on district student enrollment.

### Quick Facts:

- Cost is based on size of district
- Average fee is \$18,000
- 27 district participate
- Budget covers 100% of School Improvement Services staff

### For more information

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# LEARNING SERVICES

## TECHNOLOGY CONSULTING AND STAFF DEVELOPMENT (LS 2)

Technology Consulting and Staff Development provides leadership, consultation, professional learning, purchasing guidance, and ongoing support to help school districts meet student learning and career planning needs using technology.

The goal of Technology Consulting and Staff Development is to provide:

- PI26 Academic and Career Planning (ACP) Support
- Professional Learning Opportunities
- Technical Assistance
- 24/7 User-Support
- Technology Integration Coaching

Through agreements shared with districts in the spring, CESA 10 Learning Services



### Quick Facts:

- Cost is based on size of district
- Average fee is \$9,790
- 28 districts participate; 21 from CESA 10
- Budget covers 100% of Technology Consulting and Staff Development staff and 15% of department administration personnel and expenses

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# LEARNING SERVICES

## EVERY STUDENT SUCCEEDS (ESSA) SUPPORT

provides guidance for navigating federal regulations, requirements, guidelines and WISEgrants. In addition to providing assistance with the execution of federal funds, CESA 10 ESEA Consultants provide onsite personalized service for schools to develop, implement, and sustain quality programs to close achievements gaps through responsive systems of support.

**NOTE: ESSA Services do not appear on the CESA 10 Service Contract. Participating districts sign agreements each spring when funding levels are announced.**



### For more information

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# LEARNING SERVICES

## DISTANCE LEARNING

Video and online services are provided for students and teachers in 45 school districts and three agencies. The participating schools and agencies are organized through the following distance learning networks:

- 1. CADENC (LS 3):** Altoona, Augusta, Bloomer, Chippewa Falls, Colfax, Durand, Elk Mound, Fall Creek, Gilmanton, McDonell Area Catholic Schools, Mondovi, Regis Catholic Schools and Spooner
- 2. CWETN (LS 4):** Abbotsford, Athens, Auburndale, Colby, Edgar, Granton, Greenwood, Loyal, Marathon, Marathon County Special Education, Neillsville, Owen-Withee, Spencer, and Stratford
- 3. Project CIRCUIT (LS 5):** Alma Center-Humbird-Merrillan, Arcadia, Blair-Taylor, Eleva-Strum, Galesville-Ettrick-Trempealeau, Independence, Melrose-Mindoro, Osseo-Fairchild, and Whitehall
- 4. WIN (LS 6):** Bruce, Cadott, Cornell, Flambeau, Gilman, Ladysmith, Lake Holcombe, New Auburn, and Thorp
- 5. Video Services (LS 7):** WITC, City of Chippewa Falls, and the Eau Claire Area School District participate in video services

### Distance Learning services include the following:

- Leadership with video, online, and collaborative learning tools
- Assistance with course development and staff training
- Fiscal management and grant writing
- Live stream and Ensemble video archives

### What's new?

Throughout 2017-18: 2,937 student enrollments; in excess of 1,600 university and 3,000 technical college credits earned.

Our team has assumed management of a private video network and implemented bridging service on behalf of our members. Support use of Polycom, Cisco, Webex, BlueJeans, Ensemble Video and live stream.

### Quick Facts:

- Cost is \$13,209 per district
- 45 districts in 12 counties participate; 27 from CESA 10
- Over 2,900 students enrolled
- Budget covers 100% of Distance Learning staff and 15% of administrative personnel and expenses

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# LEARNING SERVICES

## INSTRUCTIONAL MEDIA CENTER (LS 8)

### What is the CESA 10 Instructional Media Center?

- Physical and online resources for classroom and professional use.
  - Over 9,500 circulating items in the collection
  - Online access to research databases, interactive informational texts, and eBooks. These resources are available 24/7 and provide readers and instant, engaging content that can be selected for their interests and abilities.
- Professional learning opportunities for librarians, teachers and staff.

### The purpose of the Instructional Media Center (IMC) is two-fold:

- Provide collaborative support for media specialist in member districts, including roundtables, in-district consulting, and professional development.
- Provide member districts with resources that meet state standards, support current educational initiatives, and respond to the curricular and professional development needs of general and special education teachers. These resources cover all disciplines and grade levels and are in a variety of formats, including books, kits, multimedia, digital resources, assistive technology, equipment, and tests.

### How Can This Service Benefit Your District?

The IMC provides media specialists and staff with high quality professional support and access to educational resources that are too costly to purchase or would be used infrequently. These resources can be accessed anytime, anywhere using the online catalog.

#### Quick Facts:

- Cost is based on district size
- 19 participating districts
- These services can be funded through the Special Education IDEA



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# LEARNING SERVICES

## BIG RIVERS LIBRARY CONSORTIUM (LS 9)

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.

#### Quick Facts:

- 9 districts participate
- Hosting fee is based on district size and participation in LS 9
- 1-499 students - \$566
- 500-999 students - \$842
- 1,000-1,499 students - \$1,132
- 1,500 or more students - contact David Lockett
- Non-IMC Consortium Members - hosting fee as above PLUS \$300
- Common School Funding cannot be used to pay hosting fee



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# LEARNING SERVICES

## E-RATE SUPPORT AND PLANNING (LS 10)

The goal of this service is to maximize your district's technology resources through:

- Comprehensive utilization of federal E-Rate discounts (funding)
- Data-driven technology planning

The federal E-Rate program provides funding for schools' telecommunications, Internet access, and internal connections. The E-Rate application is a year round process, that requires filing the appropriate forms within the required timeframes, and often requires work on three fiscal year applications at any one time.

In fiscal year 2015, a \$150/student Category Two budget was added to the federal E-Rate program for the upgrade and/or maintenance of internal connections within instructional facilities that must be allocated (applied for) by fiscal year 2019. To best utilize this funding, it is imperative that schools critically evaluate existing technology infrastructure, analyze existing and future technology needs, and develop long-range plans for district technology use.

CESA 10's E-Rate Support and Planning Services provides for your district:

- On-site support for completing and filing your federal E-Rate application forms, application reviews, and audits.
- Development of necessary request for proposals (RFPs) for E-Rate funding applications.
- Support for assessing and evaluating district technology infrastructure, connectivity, and needs for the development of long-range technology goals.
- Evaluation and monitoring of your district technology plan for CIPA compliance and plan approval requirements.

### How Can This Service Benefit Your District?

In fiscal year 2017, CESA 10 schools received \$3.2 million in federal E-Rate discounts and were awarded \$950,000 in state TEACH grant funds.

#### Quick Facts:

- Cost is \$4,845 per district

#### For more information

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#### Ad Hoc Committee Members (2017-18)

Bill Tourdot - Osseo-Fairchild, John Gaier - Neillsville,  
Bob Houts - Owen-Withee, Paul Schley-Cornell

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# FACILITIES MANAGEMENT

“With an entrepreneurial mindset and a nonprofit fee structure, CESA 10 Facilities Management Department provides *Safe, Healthy, Efficient, Comfortable and Energy Conscious* environments to education and government entities through shared knowledge, linkage to resources, and sustainable actions.”

**Environmental Health and Safety**—This program helps provide a safe and healthy environment for students and staff while making sure your school complies with local, state and federal regulations.

**Energy Management**—CESA 10’s Energy Management team works with schools to minimize their energy costs by implementing low and no-cost energy efficient activities.

**Facility Assessments** – CESA 10’s facility-wide assessments evaluate facility conditions, review usage, and provide a flexible prioritization tool based on the school’s needs. Final reports reflect school and community priorities while satisfying the need for a long-term maintenance plan.

**Referendum Planning** – CESA 10’s referendum planning team is equipped to do a wide scope needs assessment and facility report, develop a strategic communications plan, facilitate community forums, provide Board presentations, conduct surveys, and more all leading to offering your district the best chance at a successful referendum.

**Construction Management**—CESA 10’s project managers guide you through large capital projects from project selection and controlling bidding processes, to supervising all contractors and suppliers and ensuring proper closeout. The CESA 10 Construction Manager acts in your best interest to ensure your project stays on schedule and on budget.

**Owner’s Representative**—The CESA 10 Owner’s Representative acts as the advocate and advisor for you. This service is appropriate if you have a facility manager and/or business manager who are experienced in construction projects or environmental projects and want an additional experienced set of eyes looking out for you through all phases of the project.

**Natural Gas Services**—To help school districts further minimize their energy costs, we offer Natural Gas Transportation services to lock in Natural Gas rates and help schools predict better predict their expenses.

**Focus on Energy**—CESA 10 implements the Focus on Energy Agriculture, Schools and Government program to customers on a statewide basis. The program provides financial incentives and energy advice to help implement energy conservation projects.

## Ad Hoc Committee Members (2017-18)

Paul Schley—Cornell, Jim Jones—Stanley-Boyd, John Gaier—Neillsville

### For more information

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# FACILITIES MANAGEMENT

## ENVIRONMENTAL HEALTH AND SAFETY (FM 1)

CESA 10’s Environmental Health and Safety (EHS) program meets the needs of customers by providing cost-effective safety solutions while maintaining compliance with local, state, and federal regulatory agencies. The program currently serves more than 115 customers throughout the state.

CESA 10’s EHS program consists of a safety and compliance continual improvement process. Services offered may include:

- Review of environmental health and safety policies and procedures.
- Facility safety inspections.
- Annual program audits to determine compliance.
- Work with administration and staff to prioritize health and safety needs.
- Fume hood testing and certification.
- Evaluation of 33 EHS categories to aid in risk management.
- Health and safety training provided to all staff by qualified trainers.
- Cloud housing for easy access to EHS plans and documentation.
- MSDSONline®.

*“With all the new and constantly changing regulations and requirements our District was at a loss of where to start until we connected with CESA 10. The staff is exceptionally friendly, knowledgeable, and most importantly, practical and realistic about what a school is able to do and the timelines needed to meet expectations. They are full service, making time to be there whenever we have a safety question, whether it be checking for asbestos or providing training. The assistance with updating all our handbooks and procedures has been invaluable. We value our partnership with CESA 10 and consider it a very worthwhile investment.”*

District Administrator

**\*\*Due to the nature of EHS services, an additional contract is required. Contracts will be sent/renewed in May and can be previewed upon request.**



### For more information

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# FACILITIES MANAGEMENT

## SERVICES OFFERED FOR AN ADDITIONAL FEE

**Online Material Safety Data Sheet (MSDS)** management and services.

### Low-Cost Training Opportunities:

- Asbestos Operations and Maintenance Initial
- Asbestos Refresher
- Lead Renovator Initial and Refresher
- Electrical Safety
- And more!

### Testing and inspection services:

- Asbestos inspections
- Asbestos bulk sampling
- Indoor air quality (IAQ) testing
- Lead paint services
- Lead water testing

**See also Owner's Representative Services to ensure environmental hazards that are critical to every project are managed.**



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# FACILITIES MANAGEMENT

## ENERGY MANAGEMENT PROGRAM (FM 2)

**C**ESA 10's Energy Management Program helps schools and local governments reduce energy use and costs by an average of 20% by addressing both technical and behavioral aspects of energy conservation. Energy Managers will evaluate equipment and system operations and provide objective advice on low and no-cost adjustments, changes, and energy saving renovations. In addition, Energy Managers will monitor and assist with equipment needs to achieve maximum energy efficiency, and identify opportunities where new technologies can be incorporated for ultimate energy savings.

CESA 10's Energy Management team will:

- Meet with your administrator, business manager, and building manager to identify energy priorities.
- Analyze energy use and utility data.
- Perform a walk-through facility audit.
- Review building system documentation, such as test and balance reports, blueprints, and operations and maintenance manuals.
- Create a project priority list.
- Begin saving you money and energy.

This service has no upfront costs, and there is no cost to you unless we save you money!

*"We are a declining enrollment, high property tax, low state-aided District, so these types of initiatives are very important for us to be fiscally responsible to our taxpayers. To me, CESA 10 Energy Management is a no-brainer."*

*District Administrator*

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# FACILITIES MANAGEMENT

## FACILITY ASSESSMENTS

CESA 10 provides detailed facility assessments to aid in capital project prioritization, facility maintenance, referendum planning for facility improvements, and short and long-term facility planning.

Certified auditors will thoroughly evaluate all aspects of your facility for current conditions, functional use, safety and compliance, energy efficiency, and more. We can provide savings calculations, project cost estimates, and a usable prioritization matrix to help you prioritize your facilities projects and budgets.

### Service Opportunities

- Complete facility assessments
- Fund 46 planning
- Focused assessments including but not limited to Heating Ventilation and Air Conditioning systems, Building Envelope, Technical Education spaces and playgrounds.

*"CESA 10 provided the District with an excellent quality detailed facilities report and board presentation. While sobering, the detailed information will help the board prioritize critical needs and maximize limited dollars as we move forward to create the best learning environment possible for our students and community."*

*School Board Member*

**NOTE: This service and all construction-related services that follow will not appear on your service contract. Instead, schools contract directly for the service needed.**

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# FACILITIES MANAGEMENT

## REFERENDUM PLANNING

Facilities are no longer simply brick and mortar structures, but rather fully-integrated teaching and learning tools. Learning and service spaces must be areas where occupants learn to think critically, work collaboratively, research effectively, and construct creatively. If your District is interested in holding a referendum to secure funding for facility renovations, expansions or consolidation, CESA 10 can help.

From facilities management, health and safety, special needs spaces, and technology, our team of technical experts are available to:

- Deliver a detailed, wide scope facility needs assessment and report for community discussion.
- Assist with pre- and post-communication (i.e. press releases, letters, website content).
- Provide on-site planning meetings to determine logistics and objectives for community forums.
- Facilitate community forums to discuss initial findings and priorities.
- Provide a written report summarizing the results of the forums.
- Deliver a face-to-face review of the report to the administrator and his/her designees, if desired.
- Prepare statements that represent important key messages received from the participants.
- Develop initial recommendations for future communication efforts.

**From planning and communicating to consensus and construction, CESA 10 is an exceptional non-profit partner for all your referendum needs.**

*"Having an unbiased third party like CESA 10 provide our facility study was a great decision. There is no easy way to discuss consolidation, but having the facts and guidance provided in the CESA report will help us as we move forward as a District and a community."*

*District Administrator*

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# FACILITIES MANAGEMENT

## CONSTRUCTION MANAGEMENT

**Construction Management** - The CESA 10 Construction Manager operates as the decision maker on your behalf for a fully transparent project. From project selection and managing the bidding processes, to supervising all contractors and suppliers and ensuring proper closeout, we act in your best interest to ensure your project stays on schedule and on budget.

CESA 10's Construction Management service can meet your needs for the level of management you would like. Utilizing CESA 10 as your full service construction manager allows the district to have a single contract with CESA 10. The CESA 10 team would then manage all aspects of the project from start to finish allowing you to be as involved as you wish. CESA 10 can also act as your Construction Management Agent who advocates for you in a full service way, but without holding contractor and supplier contracts.

*"We contracted with CESA 10 to do the project management for over a half million dollars of projects for 2014/15, and selected CESA 10 to do a second round of projects for 2015/16. The consultation process was thorough and well done, even though we had a very tight timeline. They have guided the projects efficiently and professionally. Plus, the communication throughout has been excellent. A major point is that at all times it is evident that they are representing the District."*

*District Administrator*



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# FACILITIES MANAGEMENT

## OWNER'S REPRESENTATIVE

**Owner's Representative** - The CESA 10 Owner's Representative acts as the advocate and advisor for you. This service is appropriate if you have a facility manager and/or business manager who are experienced in construction projects and want an additional experienced set of eyes looking out for you through all phases of the project. CESA 10 has saved schools thousands of dollars while acting as an owner's representative on construction projects, environmental safety projects and HVAC project.

Just a few of the many important tasks completed by the Owner's Representative include reviewing: contracts, design documents, change orders, bids, and work completion/quality. **The primary role of a CESA 10 Owner's Representative is providing expert consultation on all aspects of the project from start to finish.**

*"We have been very satisfied with the services for Owner's Representative that we contracted for through CESA 10 for management and oversight during our referendum capital projects. It provided us an added level of confidence to have an independent review of the construction process, confirming necessary change orders for additional work and budget responsibility, and looking out for the best interests of the District's resources and integrity of the construction process."*

*Director of Business Services*

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# FACILITIES MANAGEMENT

## NATURAL GAS TRANSPORTATION

**C**ESA 10's Natural Gas Program was developed to provide school districts with gas purchasing options to help minimize their energy expenditures.

**Natural Gas Transportation Service** – CESA 10 works with a gas marketing company to deliver natural gas to participating school districts. By purchasing gas directly from suppliers and transporting the gas from the wellhead, CESA 10 receives a better price compared to utilities who have long-term contracts with gas companies. These savings are passed along to your school.

### Quick Facts:

- Cost of this program is \$.01 per therm transported
- Fifteen districts participate in gas transportation

**NOTE: This service will not appear on your service contract. Instead, schools are billed directly based on the amount of gas purchased and/or transported.**

*"The CESA 10 Natural Gas Program was easy to use and really gave me confidence that I was making the best decisions for my district. I would highly recommend it to any school looking to take the guesswork out of natural gas budgeting."*

*District Administrator*



### For more information

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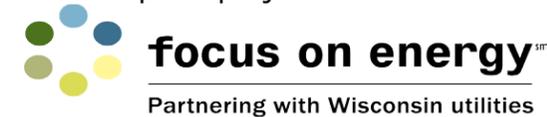
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# FACILITIES MANAGEMENT

## FOCUS ON ENERGY

**F**ocus on Energy is Wisconsin's statewide program for energy efficiency and renewable energy. The program provides information, resources and financial incentives to help implement projects that otherwise would not be completed, or to complete projects sooner than scheduled



Focus on Energy helps Wisconsin residents, businesses, schools, and governments manage rising energy costs, protect our environment and control the state's growing demand for electricity and natural gas.

### How Can This Service Benefit Your District?

- Help you find ways to reduce your energy costs
- Educate you about financial incentives that can help pay for energy-efficient system upgrades
- Offer energy efficiency information and expertise
- Assist with incentive information for remodeling and new construction projects

### Quick Facts:

- There is no cost for Focus on Energy services. Eligibility depends on your district being served by a participating utility.
- All CESA 10 districts, and the vast majority of school districts statewide have utilized Focus on Energy services.
- See more opportunities at <http://www.focusonenergy.com/>.
- In 2015, Focus on Energy helped schools and governments save over \$13,341,000 in energy costs!

**NOTE: This service will not appear on your service contract.**

### For more information

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# SPECIAL EDUCATION AND PUPIL SERVICES

Special Education and Pupil Services provide a wide array of technical assistance, supports and professional development activities designed to strengthen the capacity of school districts to successfully educate all students and meet compliance standards expected by state and federal regulations.

As one purpose of Special Education is to ensure that every student with a disability has access to a free and appropriate public education (FAPE), CESA 10 is dedicated to supporting participating districts with the development, implementation, and evaluation of programs and services for students with disabilities.

Services include:

- Administration Leadership and Professional Development
- New Director/Designee Support
- General Administrative Support
- School Psychology Services
- School Psychology Support
- School Social Work Services
- Nursing Services
- Professional Development for Special Educators
- Special Education Consultation and Program Support
- In-District Personnel Recruitment and Hiring
- Low Incidence services and therapies
- Medicaid Administrative Claiming (MAC) and School Based Services (SBS) claiming and billing
- Federal and state grant management
- Required fiscal and DPI reporting support
- SEEDS (Special Education Electronic Data System)
- Instructional Media Center access

These services are provided to all educators, paraprofessionals, administrators, special education directors and parents involved in educating students with disabilities.

## Ad Hoc Committee Members (2017-18)

John Gaier- Neillsville, Bill Tourdot-Osseo-Fairchild, and Erica Schley-Flambeau



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# SPECIAL EDUCATION AND PUPIL SERVICES

## SPECIAL EDUCATION LEADERSHIP (SE 1A)

This service provides your district with regional and in-district leadership, expertise and guidance in the areas of state and federally mandated areas of IEP procedural compliance, parent complaints, mediation requests and due process events as well as best practices to improve learning for students with disabilities. Director of Special Education and Pupil Services assist both special and regular educators with criteria initiatives such as student mental health, changes in identification, and Reading Drives Achievement (RDA). School districts receive technical assistance with DPI reporting requirements, self-assessment procedures and activities, local program supervision and assistance with achieving compliance with the 20 Indicator ratings required for each district's Local Performance Plan (LPP). These services also administer special education service contracts, budgets and grant decisions, as well as the recruitment and hiring of special education staff. We strive to keep your school district current in special education processes and procedures, promote best practices and provide specialized support for your district's individual needs.

### How Can This Service Benefit Your District?

- Immediate response to challenging special education issues
- Save time as we investigate parent complaints, provide advice, prepare for contentious IEP issues involving facilitated IEPs, mediation, DPI complaints and due process hearings
- Avoid the time and energy required to recruit, hire, and evaluate special education staff
- Recommendations for your specific program needs
- Assistance with budgets, grant requirements, and state fiscal monitoring
- On-site problem solving and technical support for IEP forms and procedures, instructional and program questions

### Quick Facts:

- Cost is based on consortium enrollment
- Fees range from \$7,500 - \$41,000 depending on district needs
- Fees can be offset by IDEA grant funds
- 11 districts participate in this program

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## SPECIAL EDUCATION AND PUPIL SERVICES

### NEW DIRECTOR/DESIGNEE SUPPORT (SE 1B)

This service provides coaching, mentoring and technical assistance for beginning special education/pupil services directors or district designees, as they begin working with all the complexities of this position. Contact with experienced CESA 10 mentors and assistants are provided through face-to-face and electronic methods to provide on-call assistance, materials, strategies and best practices in the areas of legal compliance relative to eligibility and provision of special education services, student assessment and data collection requirements, grant and fiscal reporting and timelines, budgeting and funding allocations such as Equitable Services and State/Federal special education initiatives such as RDA.

Assistance is also available for guidance with IEP meetings, effective parent and staff contact and communication as well as individual student behavioral or academic planning and implementation.

### SPECIAL EDUCATION ADMINISTRATION/ FISCAL SUPPORT (SE 2A)

This service provides administrative support for the reporting requirements for the Individuals with Disabilities Education Act (IDEA) grant, including the development of budgets, filing of claims and assurances, as well as assisting with procedural compliance. This service provides assistance with package contracts, budget reports, categorical aid claims, distribution and payment management. This service can provide recommendations to coordinate and maximize special education funding based on individual districts' needs and goals.

CESA 10 staff maintain a database of all special education students to assist with filing of state and federal report requirements. Given recent changes, districts can access assistance with Preschool Outcomes, 20 Indicators support, Transition and Post High reporting, as well as Equitable Services planning and cost management associated with private schools. Technical assistance is available for district bookkeepers for special education fiscal questions and changes in reporting requirements, such as Maintenance of Effort (MOE), open enrollment, transfer of service, and high cost special education claims.

#### Quick Facts:

- Cost is based on consortium enrollment
- Fees range from \$1,530 - \$12,325
- Fees are non-aidable and may be covered through the IDEA grant entitlement
- 18 districts participate in this program
- Budget covers cost of one full-time program assistant

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## SPECIAL EDUCATION AND PUPIL SERVICES

### EARLY CHILDHOOD ADMINISTRATION SUPPORT (SE 2B)

This service provides districts and their Early Childhood educators, speech/language pathologists and office staff technical assistance and support with DPI required Child Outcomes Reporting, data collection, Disability Specific Indicators, Natural Environments Coding, LRE, software assistance with the Special Education Portal, PPS and other related IEP and service delivery issues. Technical assistance is available face-to-face, via phone, or electronically.

### SBS/MEDICAID SUPPORT\* (SE 2C)

Districts purchasing this service receive high quality comprehensive management of School-Based Services (SBS). Revenue generated from SBS claims help to offset Special Education costs. Technical assistance, support and vendor coordination are provided through the SBS/Medicaid services to capture the claiming information and process those claims to provide participating districts with a maximized revenue stream. This service provides a Help Desk, in-district SBS staff training and ongoing support, management of staff pool lists, submission of quarterly Medicaid financials, dissemination of current changes and requirements, as well as forms, rubrics and other materials to assist staff in achieving efficient and correct documentation of eligible services. Direct and electronic follow up with staff is provided through the school year. Participation with this service also gives a district access to reduced group rates through the SBS vendor, for an additional cost savings.

\*Fees recovered through claiming process.

#### Quick Facts:

- More timely, efficient, and responsive to district specific questions and needs than what is typically provided by the large, out of the area, for profit providers.
- 23 school districts utilized this service in 2016-17.
- This service brought in a total of 1.6 million dollars for school districts last year.

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# SPECIAL EDUCATION AND PUPIL SERVICES

## PROGRAM CONSULTATION (SE 2D)

This service provides expert in-district consultation for teachers and administrators on current special education/pupil services issues. Our staff responds to challenging or uncommon student needs, classroom accommodations and supports, classroom management, transition assessment and planning, as well as IEP content. Indirect services such as consultation and problem solving with parent issues, comprehensive student services program delivery, functional behavioral assessment and behavior intervention planning, assistance for special educators on improvement plans and IEP facilitation are provided. Staff training and information on current trends and issues, provided through an individual or group basis, available on specific disability areas.

### How Can This Service Benefit Your District?

- Access to expertise and technical support for challenging special education questions and issues, specific to your staff and students and provided in-district
- Ongoing support for dealing with parent concerns and complaints
- Coaching and mentoring available on-site for educators and paraprofessionals
- Ongoing IEP training for improvement in procedural compliance
- Enhanced learning and improved behavior for students with more complex needs
- Technical Assistance for implementing comprehensive student services programming

#### Quick Facts:

- Districts determine the number of days of service
- Cost is based on daily rate of \$650
- 12 districts participate
- Most costs are IDEA fundable

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# SPECIAL EDUCATION AND PUPIL SERVICES

## PROFESSIONAL DEVELOPMENT (SE 2E)

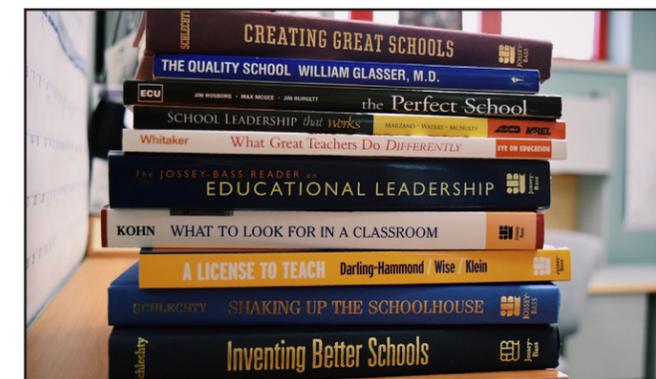
CESA 10 provides professional development for special education teachers, pupil services staff, and administrators as directed by State and Federal initiatives. The Regional Services Network (RSN) grant informs special education leadership of current changes and best practices relative to legal compliance and the 20 Indicators. Through coordination with DPI, training is provided for special educators, both at CESA 10 and in-district with follow up support and networking. Statewide initiatives such as Positive Behavioral Interventions and Support (PBIS), Student Mental Health, Creative Curriculum, Reading Drives Achievement (RDA), ADOS, PECS and WJ4 are examples of skills, materials, assessments, and strategies available to advance teaching performance and increase student learning outcomes.

### How Can This Service Benefit Your District?

- Educator 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

#### Quick Facts:

- Available through district consortium membership
- Separate staff development project costs range from \$1,000 - \$2,000



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# SPECIAL EDUCATION AND PUPIL SERVICES

## PARAEDUCATOR.NET (SE 2F)

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.

### How Can This Service Benefit Your District?

- 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.

#### Quick Facts:

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

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# SPECIAL EDUCATION AND PUPIL SERVICES

## SCHOOL PSYCHOLOGIST (SE 3A)

Through this service, school psychologists determine the best solutions for each student and each situation using unique strategies to address individual needs. The psychologists work with students individually and in groups. They also develop programs to train staff and parents regarding effective teaching and learning strategies, techniques to manage behavior at home and in the classroom, handling abuse issues, and preventing and managing crises. In addition, school psychologists provide evaluation and consultation services, intervention, prevention, data analysis, and research and planning.

### How Can this Service Benefit Your District?

- Evaluation of students referred for possible disabilities
- Expert coordination of due process procedures through the referral process
- Participation in IEP teams including written documentation of IEP decisions
- Management of the medical information regarding 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

#### Quick Facts:

- Cost is based on percentage of FTE staff
- 13 districts participate
- Fees range from \$18,000 - \$81,000
- A portion of these services can be funded through the IDEA grant

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# SPECIAL EDUCATION AND PUPIL SERVICES

## SCHOOL PSYCHOLOGIST SUPPORT SERVICES (SE 3B)

This service provides comprehensive professional development through monthly staff professional development meetings, state conferences, and psychology supervision. In addition, school psychologists in participating districts have access to all materials, protocols, and test kits offered by the testing/assessment center in the CESA 10 library. Collaborative purchasing and maintenance expands the list of available materials while minimizing district need to buy individual copies of expensive kits and software.

This service also includes supervision and consultation from the school psychologist supervisor, testing scoring services, and general administrative support to assist psychologists with Special Education Electronic Document Systems (SEEDS), data collection, compliance issues, and DPI reporting. **New this year is the possibility to purchase additional support in this area for mailing, copying, and filing of all Individual Education Plan (IEP), Section 504, and other important school documents.**

### How Can This Service Benefit Your District?

- Free up time for more direct services to students by reducing clerical duties
- Enhanced cost savings by sharing required school psychology materials and assessment tools
- Relevant and timely staff development to ensure legal compliance and effective IEP practices in your district
- Time savings for school psychologists through support for test scoring, data management and reporting assistance
- Consultation/supervision services to assist with complex or unique cases

### Quick Facts:

- Cost is based on district's ADM
- 22 districts participate in this service
- Fees range from \$1,000 to \$6,000
- These services can be funded through the IDEA grant

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# SPECIAL EDUCATION AND PUPIL SERVICES

## SEEDS SOFTWARE/SUPPORT (SE 3C)

Participation in this service gives a district subscription access to utilize SEEDS, the Special Education legal compliance software, for all its special educators, as well as training for new staff, and technical assistance for all staff and information updates. Technical assistance can be provided for an individual educator or entire group both face-to-face or electronically.

### Quick Facts:

- New for 2018-19, districts purchase the SEEDS software and the first line of report directly from CESA 6, and additional technical support may be purchased through CESA 10.
- Cost is based on district's ADM - can be funded through IDEA funds
- 21 districts participate
- Can be funded through IDEA funds

## 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 support from specially trained and licensed educators for students with significant hearing and vision impairment and loss (HI and VI). Additionally, VI instructors can provide Orientation and Mobility Services. 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 brings quality, cost-efficient services to students and staff in their respective districts.

CESA 10 itinerant educators, the nurse, therapists and audiologists all document and provide the necessary information for eligible SBS/Medicaid claiming.

**New for this year is NURSING SERVICES (SE 4H).** Registered nurses provide a full range of health care services for schools including IEP Team evaluations and participation for students with significant medical/health care needs, medication administration and management, specialized health care and assessments for students with disabilities, coordination of student immunization compliance, health education, First Aid, CPR/AED training and other important duties.

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# SPECIAL EDUCATION AND PUPIL SERVICES

## HEARING-IMPAIRED INSTRUCTIONAL SERVICES (SE 4A)

This service provides assessment and instructional support provided by a licensed teacher of the deaf and hard of hearing. Instructional support can vary from student to student and can include any or all of the following: pre-teaching, re-teaching, reinforcement of classroom information or supplanting a class, such as reading.

### How Can This Service Benefit Your District?

- Helps your district provide mandated special education services to low incidence students at a low cost
- Provides consultation, materials and techniques to teachers who have students with hearing impairments
- Provides instructional services to support the IEP of students with a hearing impairment

### Quick Facts:

- Costs are billed per unit of service delivered
- Fees are based on the number of units provided, with a mid-year adjustment
- 18 districts participate
- Can be funded through IDEA funds

## EDUCATIONAL INTERPRETER/ COMMUNICATIONS AIDE (SE 4B)

This service facilitates communication among deaf students, teachers, school staff, and other students. Educational interpreters are responsible for providing the interpreted messages in a language or mode that is understandable to the students who require this service. This contract provides a licensed educational interpreter's services to your district based on the needs of the student.

### How Can This Service Benefit Your District?

- Helps districts provide supplemental services to low incidence students at a low cost
- Saves time and money for your district since CESA 10 recruits and hires the necessary staff
- Increases opportunities for hearing impaired students to participate more effectively in a normal school environment

### Quick Facts:

- Costs for this service are billed per staff FTE
- The amount of service is determined by the student's IEP
- Can be funded through the IDEA grant

### For more information

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# SPECIAL EDUCATION AND PUPIL SERVICES

## EDUCATIONAL AUDIOLOGY BASE SERVICES (SE 4C)

Through this service, the CESA 10 audiologist evaluates any district student who may have a suspected hearing loss or had difficulty responding to the district's hearing screening program.\* Educational audiology services also include providing and fitting individual student auditory trainers, FM systems and custom made ear molds.

Staff training is available on hearing loss issues and amplification devices. We also maintain hearing aid function and serve as a communication link between the district and a student's medical/clinical professionals. Consultation services are available for acoustics and sound field amplification for school buildings.

### How Can This Service Benefit Your District?

- More in-depth evaluation of students who may be at risk for significant hearing loss
- Enhanced listening environments and properly functioning hearing equipment to improve academic performance for students
- Access to information and support to assist staff working with students with hearing difficulties and hearing equipment
- Customization of classroom sound field systems

### Quick Facts:

- Costs are based on a consortium membership fee (based on district enrollment)
- Fees range from \$500 - \$18,000
- 26 districts participate
- A portion of these services may be paid for using IDEA grant
- Professional assessment of a student's learning environment to determine *appropriate* auditory access to instruction

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# SPECIAL EDUCATION AND PUPIL SERVICES

## EDUCATIONAL AUDIOLOGY IEP-RELATED SERVICES (SE 4D)

This contract provides the services of a licensed educational audiologist to the district for students with IEPs. Included is the availability of staff training as well as comprehensive evaluation and consultation for students with hearing impairments. Rehabilitation services as well as the individualized fitting and management of student assistive listening devices, personally-worn FM systems and assistance in fitting custom ear molds are provided as described per the student's IEP. Communication with student's clinical audiologist on amplification and individual programming needs for appropriate auditory access.

### How Can this Service Benefit Your District?

- Availability of trained experts who target specific student needs
- Quality support for general classroom and special education teachers who are working with hearing impaired students
- On-site maintenance and monitoring of hardware and equipment
- Recommendations and modifications to enhance and improve current services and equipment

### Quick Facts:

- Costs are based on the units of service delivered and are adjusted throughout the school year
- 25 districts participate
- Can be funded through IDEA grant



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# SPECIAL EDUCATION AND PUPIL SERVICES

## OCCUPATIONAL THERAPY (SE 4E)

This contract provides the services of a licensed occupational therapist. The therapist designs intervention methods to help students manage self-care activities (including hygiene, dressing, and eating) and participate in classroom activities (such as task completion, written work, and keyboarding). They also provide modified tools to improve functional performance in academic, recreational, and self-help areas. These are "related services" identified on a student's Individual Education Plan (IEP).

In addition, specialized Assistive Technology (AT) services are available where a therapist can observe and evaluate a student's needs and ability to benefit from new technologies, make recommendations, introduce new devices and train teachers to use them.

### How Can this Service Benefit Your District?

- Students with IEPs receive the related services necessary to benefit from special education services
- Services meet the requirements of the Wisconsin Department of Regulation and Licensing
- Family members receive education, consultation, and support to facilitate progress toward IEP goals
- Expert management of information between medical and community-based providers regarding the educational and development needs for students with IEPs

### Quick Facts:

- Cost is based on caseload FTE and is adjusted midyear
- Fees range from \$5,200 - \$70,000 depending on district needs
- 20 districts participate
- A portion of these services can be funded through the IDEA grant
- Third-party billing can return Medicaid funds back to the district for this service

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# SPECIAL EDUCATION AND PUPIL SERVICES

## PHYSICAL THERAPY (SE 4F)

This contract provides the services of a licensed physical therapist. Through this service, physical therapists use strategies to enhance a child's positions and mobility throughout the school environment. This includes, but is not limited to:

- Transitioning among postures in the classroom to allow full participation in activities
- Assistance with managing stairs, hallways, restrooms, cafeteria and playground areas
- Acquisition of equipment to assist students in the classroom and provide mobility in all school environments

### How Can This Service Benefit Your District?

- Students with IEPs receive the related services necessary to benefit from their special education services
- Services meet the requirements of the Wisconsin Department of Regulation and Licensing
- Family members receive education, consultation, and support to help the student make progress on IEP goals
- Assistance to maximize student independence
- Management of information between medical and community providers regarding the educational and development needs of students with IEPs

#### Quick Facts:

- Cost is based on caseload FTE and is adjusted midyear
- Fees range from \$3,200 - \$32,000 depending on district needs
- A portion of these services can be funded through the IDEA grant
- 17 districts participate
- Third-party billing can return Medicaid funds back to the district for this service

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# SPECIAL EDUCATION AND PUPIL SERVICES

## VISION-IMPAIRED SERVICES (SE 4G)

This service provides assessment and instructional services for students with diagnosed visual impairments. Teachers provide instructional services as well as consultation and related resources.

Visual impairment staff communicate with physicians, the state residential school, DPI personnel, and parents regarding children with visual impairments. Orientation and mobility (O&M) services are also available for students with visual impairments.

### How Can This Service Benefit Your District?

- Availability of trained experts who can address the specific needs of visually-impaired students
- Quality support for general and special education teachers who work with visually-impaired students
- On-site maintenance and monitoring of hardware and equipment
- Technical support and instruction for Braille technology
- Recommendations and modifications to enhance and improve current services
- Professional communication with medical and community providers to improve student academic performance, independence, and mobility

#### Quick Facts:

- Cost is based on the units of service delivered and are adjusted throughout the school year
- 32 districts participate in this service
- Fees range from \$1,000 - \$61,000 depending on district needs
- A portion of these services can be funded through the IDEA grant

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# SPECIAL EDUCATION AND PUPIL SERVICES

## NURSING SERVICE (SE 4H)

This service provides licensed nursing staff (RN) to your district to direct student medication management, immunization requirements and screening activities for students. They will assist in establishing adequate health policies, procedures and training. This staff member can also direct your district's required emergency nursing services planning and implementation, and wellness activities. In addition, staff is available to act as an IEP or 504 Plan team member for those students with special health care needs, and coordinate communication with other county, state and community agencies.

### How Can this Service Benefit Your District?

- Increased safety and health for your students
- Updated health policies and procedures which are in compliance with state and federal requirements including HIPPA
- Quality supervision and training for staff designated for dispensing medication and performing medical tasks
- Ongoing monitoring of delegated health care tasks
- Coordination of emergency planning with local physicians and clinics
- Expertise to manage complex student health issues
- Participation in IEP and 504 meetings
- CPR/AED and First Aid training for school emergency response teams

### Quick Facts:

- Can be purchased through a tiered level of services dependent on district needs - 10 days at a cost of \$7,500 or 20 days for \$14,000
- Districts can purchase individual days at the daily rate of \$750
- A portion of this service can be funded through categorical aid and IDEA funding
- Third-party billing can return School-Based Services (SBS) Medicaid funds back to the district for service to eligible students

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# SPECIAL EDUCATION AND PUPIL SERVICES

## IN-DISTRICT PERSONNEL

With this service, CESA 10 recruits and hires licensed professionals and paraprofessionals to work in the district. CESA 10 hires staff in the following positions:

- Early Childhood Special Education Teacher (SE 5A)
- Speech-Language Pathologist (SE 5B)
- Social Worker (SE 5C)

### How Can this Service Benefit Your District?

- Save time and resources since CESA 10 will handle recruitment, hiring and evaluation
- Staff on CESA contract provides additional staffing flexibility
- Shared staff results in cost savings and availability of services for districts
- Efficient procurement of staff in high demand categories

### Quick Facts:

- Costs are billed by percentage of FTE staff
- Can be funded through the IDEA grant
- 17 districts purchase this service

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# SPECIAL EDUCATION AND PUPIL SERVICES

## FOSTER GRANDPARENTS (SE 6)

This service provides classroom assistants for the district, who are trained and supervised by the Foster Grandparent Program Coordinator. CESA 10 will assist with orientation and training to give participants an understanding of policies and skills related to their assignments. CESA 10 will supervise grandparents at their assigned work sites.

### How Can this Service Benefit Your District?

- Access to the services of trained and supervised seniors who can support students to improve their reading and learning
- Development of positive relationships between students and foster grandparents
- Enhanced involvement of seniors in your school district

### Quick Facts:

- Service is partially funded through the Foster Grandparent program grant through the Department of Human Services (DHS)
- Districts donate \$300/year/grandparent
- 12 districts and Head Start programs participate in CESAs 10 and 11

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