

*Where service and leadership unite*



# Catalog of Services 2017-18

*Wisconsin*

C E S A

10

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## A LETTER FROM THE ADMINISTRATOR

- Agency Leadership
- Operations
- Learning Services
- Facilities Management
- Special Education

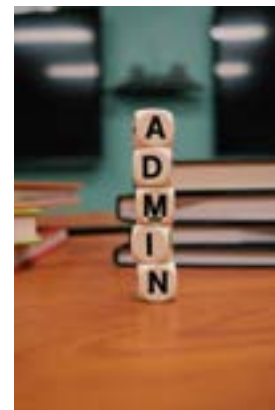
Cooperative Educational Service Agency 10 (CESA 10) is in business to serve educators and students. CESA 10 is committed to providing high-quality services to districts in the areas of leadership, consultation, professional learning, facilities management and specialized personnel who work directly with 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 is managed by an advisory committee of five superintendents who serve on a nucleus committee for three-year terms. Members include:

- Cale Jackson - Loyal
- Georgia Kraus - Gilman
- Jim Montgomery—Thorp
- Joe Sanfelippo—Fall Creek
- Bill Tourdot - Osseo-Fairchild

**Cooperative Educational Service Agency 10**  
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## INTRODUCTION

### Wisconsin's CESAs

Cooperative Educational Service Agencies

**12 CESA Regions**  
 Each CESA region serves an average of 35 school districts.

**\$ 0.00 Tax Funding**  
 CESAs have no taxing authority and receive no state aid. Funding comes from services purchased by customers and through grants.

**Choice of Services**  
 School districts choose the services they need.

**Membership Driven**  
 School districts choose to be members of their CESA.

**Local Governance**  
 Each CESA's Board of Control is made up of local school board members from eleven member districts.

**Service & Support**  
 CESAs provide professional development for school staff, specialized services for students, and support for educational innovation.

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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, 2016.

Abbotsford	715	Granton	254
Altoona	1,570	Greenwood	394
Augusta	612	Ladysmith	758
Bloomer	1,230	Lake Holcombe	296
Bruce	488	Loyal	514
Cadott	824	Medford	2,157
Chippewa Falls	5,207	Mondovi	933
Colby	969	Neillsville	907
Cornell	394	New Auburn	327
Eau Claire	11,202	Osseo-Fairchild	875
Eleva-Strum	644	Owen-Withee	494
Fall Creek	793	Spencer	795
Flambeau	582	Stanley-Boyd	1,100
Gilman	342	Thorp	613
Gilmanton	148		



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# INTRODUCTION

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

2016-17	Abbotsford	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	Thorpe
O 1	Delivery Services	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 1	LS Leadership	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 2	CIA - Inclusive	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 2A	CIA Service	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 2B	Accountability Data	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 2C	Gifted/Talented	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 2D	STEM	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 3	District Inst. Support	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 4	Educator Effectiveness	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 5	Consulting/Staff Dev	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 6A	CADENC	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 6B	CWETN	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 6C	Project Circuit	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 6D	WIN	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 6E	Video Services	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 7	Alternative Education	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 8	IMC	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 9	IMC Big Rivers	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
LS 12	E-Rate Support/Plan	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
FM 1	Environmental	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
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 Grant	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 3A	School Psych Service	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 3B	School Psych Support	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 3C	SEEDS Support Grant	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 4A	HI Services	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 4B	Ed Int/Aide	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 4C	Ed Audio-Basic	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 4D	ED Audiology IEP	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
SE 4E	OT Services	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.	.
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 2017-18.
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, write "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 **Friday, March 24, 2017**. 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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# 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 \$1,300 per district
- Fee covers the cost of van, drivers, and support services staff
- 22 districts participate in this program

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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, five counties and the City of South Milwaukee 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 is the result of the merging of the previously known Educational Technology Department and the Instructional Services Department. 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)

Based on feedback from the Learning Services Ad Hoc Committee, several services previously (through 2016-17) available in an a la carte fashion ("LS 1" through "LS 5") have been combined into a single service called the School Improvement Service.

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
- Instructional Coaching

If your district wishes to maintain the same level of service across each of the above, there is no need to change anything on the summary of services provided. However, we stand ready to tailor the service (days, activities, etc.) based on your district's individual needs. Contact the Agency Administrator if you would like to meet or discuss the 2017-18 plan for your district.

#### Ad Hoc Committee Members (2016-17)

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

#### For more information

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## LEARNING SERVICES

### TECHNOLOGY CONSULTING AND STAFF DEVELOPMENT (LS 2)

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

This program has the following goals:

- Provide support for PI26 - Academic and Career Planning to include ongoing training and support for *Career Cruising with Inspire* and its role in the process.
- Promote and model the use of technology to personalize student learning through innovative pedagogy and appropriate technologies including: learning management systems/online learning platforms, cloud-based services, interactive surfaces, and mobile devices.
- Offer professional learning opportunities that are tailored to local needs and delivered through face-to-face and/or online means.
- Provide technical assistance to schools to conclude with the design, planning, and implementation of technology-based solutions, including direct support with their future ready information and technology plans.
- Provide 24/7 user-support for Moodle, Google Apps for Education, Microsoft Office, SMART products, Chromebooks, iPads, LearnPads, and other useful technologies as they emerge.



#### Quick Facts:

- Cost is based on size of district
- Average fee is \$9,600
- 30 districts participate; 22 from CESA 10
- Budget covers 100% of CSD staff and 15% of department administration personnel and expenses

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## LEARNING SERVICES

### EVERY STUDENT SUCCEEDS (ESSA) SUPPORT

Learning Services coordinates and manages ESSA programming. Through agreements shared with districts in the spring, CESA 10 provides guidance to navigate federal regulations, requirements, guidelines and WISEgrants. In addition to providing assistance with the execution of federal funds, CESA 10 provides onsite personalized service for schools to develop, implement, and sustain quality programs to close achievement 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 42 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, Durand, Elk Mound, Fall Creek, Gilmanton, McDonell, Mondovi, and Regis
- 2. CWETN (LS 4):** Abbotsford, Almond-Bancroft, 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, 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

#### What's new?

##### **2015-2016 Distance Learning Course Report**

During last school year, 1,925 students served; 22 sections of UW classes with 1,053 credits earned; 71 sections of technical college classes with 3,177 credits earned; 10 sections of Advanced Placement classes with 298 credits earned; 27 sections of high school classes with 505 credits earned.

Video streaming continues to be a highly used service. Over 50,000 video recordings have been made with over 2 million views.

#### Quick Facts:

- Cost is \$12,950 per district
- 42 districts in 11 counties participate; 27 from CESA 10
- Over 2,100 students enrolled
- Budget covers 100% of Distance Learning staff and 15% of administrative personnel and expenses

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# LEARNING SERVICES

## ALTERNATIVE EDUCATION

The Alternative Education service contract provides a fiscal clearinghouse for the Eau Claire County Off Campus School.

The Eau Claire County Off Campus School serves students who reside in the Eau Claire County area and is housed at Chippewa Valley Technical College.

Since 1987, the Eau Claire County Off Campus School has provided students an alternative opportunity to complete high school. The school has assisted over 2,000 area students meet graduation requirements. Participating districts include Altoona, Augusta, Eau Claire, and Mondovi.

**Pricing:** Based on the number of students enrolled.



### For more information

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# LEARNING SERVICES

## INSTRUCTIONAL MEDIA CENTER (LS 8)

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

- Provide collaborative support for media specialists 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 - \$555
- 500-999 students - \$825
- 1,000-1,499 students - \$1,110
- 1,500 or more students - contact Ross Wilson
- Non-IMC Consortium Members - hosting fee as above PLUS \$300
- Common School Funding cannot be used to pay hosting fee



### For more information

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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 2016, CESA 10 schools received \$4 million in federal E-Rate discounts.

### Quick Facts:

- Cost is \$4,750 per district

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## LEARNING SERVICES

### SOFTWARE HOSTING SERVICES (LS 11)

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.



#### For more information

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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. This service costs you nothing unless we save you money!

**Facilities Consulting**—This group of services is designed to meet a variety of facility needs and includes project management/owner’s representative services, facility audits, assistance with long-range facility planning, equipment replacement, renovations, and construction. Specialized services available for referendum planning.

**Construction Management**—From project selection and controlling the 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 adviser 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. Specialized services available for Revenue Limit Exemption projects.

**Environmental Project Consulting**—Critical for ALL projects, CESA 10’s Environmental Project Consulting Service offers extensive review of environmental hazards (asbestos, lead, mold), help with project planning, budgeting and scheduling to make sure issues are resolved safely and correctly, saving both time and money.

**Natural Gas Services**—To help school districts further minimize their energy costs, we offer Natural Gas Transportation services.

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

#### Ad Hoc Committee Members (2016-17)

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 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.
- Up to four contacts per year for EHS plan development.
- 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.**



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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: (billed on a time and materials basis)

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

**See also Environmental Project Consulting for environmental services critical to every project.**



### For more information

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# FACILITIES MANAGEMENT

## ENERGY MANAGEMENT PROGRAM (FM 2)

CESA 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.
- 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.
- Submit a proposal for Energy Management services.
- 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

## FACILITIES CONSULTING

CESA 10 Facility Consulting, Owner's Representative, and Construction Management Services provide customers a continuum of services to meet all facility project needs.

CESA 10 provides detailed facility audits 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

- Facility Audits
- Construction and Renovations
- Large and Small Projects
- Equipment Replacement
- Referendum Planning and Work

CESA 10 staff members provide consultation, advocacy, and management on your behalf for projects of all sizes.

*"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 turnkey, yet fully transparent, project. From project selection and controlling 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.

This full service option is appropriate for customers who want to focus on their primary task (educating or other) and do not have the time to deal with project hassles. This option allows you to have a single contract with CESA 10 and to avoid all other risks. The primary role of the Construction Manager is managing all aspects of the project from start to finish allowing you to be as involved as you wish.

*"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*

**Construction Management as Agent** - The CESA 10 Construction Management Agent acts as the advocate for you in a full service way, but without holding contractor and supplier contracts. This situation avoids additional bond costs for you.

This service is appropriate if you have a business manager and/or administrator who is willing to sign contracts and make payments resulting in substantial savings, but want someone else to manage all other parts of the project. This structure also gives you ultimate control over the budget.

The primary role of a Construction Management Agent is facilitating all aspects of the project on your behalf, from start to finish, allowing you to be as involved as you wish and as needed to contract with and pay contractors and suppliers.



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# FACILITIES MANAGEMENT

## OWNER'S REPRESENTATIVE

**Owner's Representative** - The CESA 10 Owner's Representative acts as the advocate and adviser 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.

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*

**Owner's Representative for Performance Contracting** - The CESA 10 Owner's Representative for Performance Contracting acts as the advocate and adviser for you and your Board when using the Revenue Limit Exemption for Energy Efficiencies (RLE).

This service is appropriate if you are using the RLE to ensure competitive selection of a qualified provider, competitive bidding of projects, provider transparency, and full compliance with all aspects of WI §§66.0133, 121.91(4)o, and PI 15. The primary role of an Owner's Representative for Performance Contracting is consulting/advising you and your Board on all aspects of funding and completing projects using the RLE and/or using performance contracting.

*"CESA 10 has worked for years to change the performance contracting market in Wisconsin to be more customer-protective. They know the rules, the processes, and the statutes very well. I recommend them to anyone looking for Owner's Representative assistance."*

*P.E. Director of Facilities*

### For more information

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# FACILITIES MANAGEMENT

## NATURAL GAS TRANSPORTATION

CESA 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.

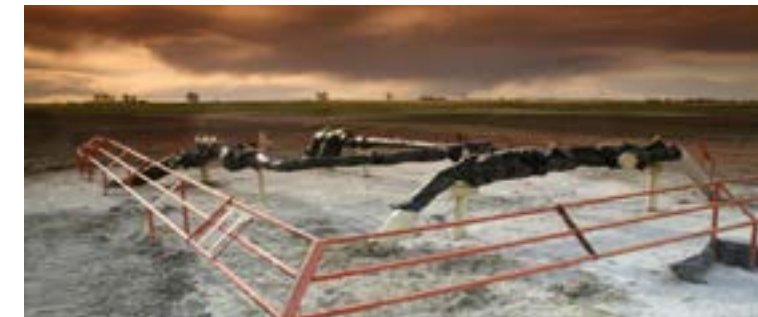
### Quick Facts:

- 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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# FACILITIES MANAGEMENT

## FOCUS ON ENERGY

Focus 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

Special Education 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 with disabilities and meet compliance standards expected by state and federal regulations.

As the 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, 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 process management software and Instructional Media Center access are also available. These services are provided to all educators, paraprofessionals, administrators, special education directors and parents involved in educating students with disabilities.

### Ad Hoc Committee Members (2016-17)

Mary Randall-Bloomer, John Gaier- Neillsville, Bill Tourdot-Osseo-Fairchild,  
Jim Montgomery-Thorp



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## SPECIAL EDUCATION

### 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 Services assist both special and regular educators with new initiatives such as Specific Learning Disabilities (SLD), changes in identification, and Reading Drives Accountability (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. 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 \$7,000 - \$41,000
- Fees can be offset by IDEA grant funds
- 10 districts participate in this program

#### For more information

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## SPECIAL EDUCATION

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

This service provides coaching, mentoring and technical assistance for beginning special education 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, state and 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 and transfer of service.

#### Quick Facts:

- Cost is based on consortium enrollment
- Fees range from \$1,500 - \$12,000
- Fees are non-aidable and may be covered through the IDEA grant entitlement
- 19 districts participate in this program
- Budget covers cost of one full-time program assistant

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## SPECIAL EDUCATION

### 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, PTP and other related IEP and service delivery issues. Technical assistance is available face-to-face, via phone or electronically.

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

Technical assistance, support and vendor coordination are provided through the SBS/MAC/Medicaid services to capture the claiming information and process those claims to provide participating districts with a maximized revenue stream. This service provides a MJ Care 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 MJ Care vendor, for an additional cost savings.

\*Fees recovered thru claiming process.



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## SPECIAL EDUCATION

### PROGRAM CONSULTATION (SE 2D)

This service provides expert in-district consultation to teachers and administrators on current special education 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, 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 aides
- Ongoing IEP training for improvement in procedural compliance
- Enhanced learning and improved behavior for students with more complex needs

#### Quick Facts:

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

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# SPECIAL EDUCATION

## PROFESSIONAL DEVELOPMENT (SE 2E)

CESA 10 provides professional development for special education teachers 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), Specific Learning Disability (SLD), Creative Curriculum, Reading Drives Accountability (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 collaborative personnel development opportunities
- Access to specific personnel development targeted to your staff and district's needs
- Availability of staff development options for new special educators or 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

## PARAEDUCATOR.NET (SE 2F)

Participation in this service gives a district subscription access to provide an online option for district paraeducators to attain certification as "Highly Qualified" as required by state and federal guidelines, as well as participate 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 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 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.
- 20 districts participate in this service.
- Fees range from \$30 - \$200
- Can be funded through IDEA funds

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## SPECIAL EDUCATION

### 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, teacher consultations, and parent conferences

#### Quick Facts:

- Cost is based on percentage of FTE staff
- 14 districts participate
- Fees range from \$18,000 - \$92,000
- A portion of these services can be funded through the IDEA grant



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## SPECIAL EDUCATION

### 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.

#### How Can This Service Benefit Your District?

- 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 the number of psychologist contracted days
- 22 districts participate in this service
- Fees range from \$1,000 to \$6,000
- A portion of these services can be funded through the IDEA grant

### 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:

- Cost is based on district's ADM
- 21 districts participate
- Fees range from \$500 - \$4,800
- Can be funded through IDEA funds



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## SPECIAL EDUCATION

### ITINERANT SERVICES

Itinerant services through CESA 10 are developed to assist rural districts with the need to provide instructional services and related services for students with low incidence 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 and an educational audiologist 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, therapists and the audiologist all document and provide the necessary information for eligible SBS/Medicaid claiming.

### 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. Teachers provide itinerant instructional services as identified in the student's IEP, as well as educational consultation and resource information.

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.

#### Quick Facts:

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

#### For more information

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## SPECIAL EDUCATION

### 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 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



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## SPECIAL EDUCATION

### 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.

\*Provides assessment of a student's learning environment to determine appropriate auditory access to instruction and/or directions according to FAPE.

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 in classroom sound field systems

#### Quick Facts:

- Costs are based on a consortium membership fee (based on district enrollment)
- Fees range from \$300 - \$12,000
- 26 districts participate
- Not available for IDEA grant funding



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## SPECIAL EDUCATION

### 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 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
- 22 districts participate
- Can be funded through IDEA grant

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## SPECIAL EDUCATION

### 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 IEP.

In addition, specialized Assistive Technology 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 - \$73,000
- 18 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

### 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

#### Quick Facts:

- Cost is based on caseload FTE and is adjusted midyear
- Fees range from \$3,500 - \$36,000
- A portion of these services can be funded through the IDEA grant
- 18 districts participate
- Third-party billing can return Medicaid funds back to the district for this service



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# SPECIAL EDUCATION

## 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 classroom 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
- 23 districts participate in this service
- Fees range from \$1,000 - \$61,000
- A portion of these services can be funded through the IDEA grant



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# SPECIAL EDUCATION

## 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

## 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 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
- 13 districts and Head Start programs participate in CESAs 10 and 11

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