

**CALUMET COUNTY
CHILDREN WITH DISABILITIES EDUCATION BOARD
September 9, 2025
THESE MINUTES HAVE BEEN APPROVED**

1. Meeting Announcement and Posting

The meeting was properly announced and posted. Johnston called the meeting to order at 2:30 p.m.

2. Roll Call

Committee Members Present: Schwalenberg, Kees, Jones, Johnston, Kolb

Staff Members Present for All or Part of the Meeting: Piper, Metzen

3. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

4. Introductions

Introductions were made.

5. Approval of Agenda

Motion by Schwalenberg and seconded by Kees to approve the agenda. Motion carried unanimously.

6. Approval of Minutes from June 25, 2025, Committee Meeting

Motion by Kolb and seconded by Schwalenberg to approve the minutes from the June 25, 2025, Committee Meeting. Motion carried unanimously.

7. Public Participation (if requested by Committee Chair)

None

8. Report of Committee Members

None

9. Communications

None

10. Items for Action or Discussion

None

11. Report of Department

a. **Joanne Metzen**- Metzen, Director of Special Education, Department Report

- Staffing update- All positions are filled with 24 teachers/specialists and 22 paraprofessionals on staff across the districts. The department hired three teachers; one Intellectual Disabilities, ID Teacher for



Brillion Elementary, one Emotional Behavioral Disabilities, EBD Teacher for Brillion High School, and one teacher for neurodiverse learners at the Chilton Elementary School. One paraprofessional each was hired for the New Holstein and Brillion School Districts each. None of these positions were new positions, they were all due to resignations.

- Review goals- Metzen indicated that she is working on establishing a system for funding to be implemented for the start of the 2025-2026 school year. Metzen would like to communicate information to stakeholders and finalize plans this year and then create an implementation of the new plan. In addition to the new system for funding, Joanne plans to provide professional development for paraprofessional this school year.
- Give update on Funding- Continuing to work with Baker Tilly to create a new system on funding.
- Report on paraprofessional conference and welcome back meetings- Metzen shared that 26 paraprofessionals from the Brillion, Chilton, and New Holstein school districts attended this year's conference. Both County and district paraprofessionals were invited to attend the conference. Extremely positive feedback was given. Metzen also shared information about the welcome back meetings held for staff, which covered various topics.

12. Discuss Next Meeting- The committee will continue its quarterly meeting schedule, with the next meeting scheduled for November 18, 2025, 2:30 p.m., followed with meetings being held in November, February, and April.

13. Adjournment- Johnston adjourned the meeting at 3:27 p.m.

Respectfully Submitted,

Paula Piper
Recording Secretary