



Southeast
Service
Cooperative

Connections

November 2017

New Executive
Director Hired

P4



Fall Conference
Highlights

P6



Facilities
Management

P16
















Transformational

Growth












About Southeast Service Cooperative


Southeast Service Cooperative Staff

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SSC Service Consultants

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Shaping the Future
for communities of leaders and learners

SSC Board Actions and Information

In addition to routine fiscal and routine business actions, the Board took the following actions in recent meetings. Complete SSC Board of Directors meeting minutes are available on the SSC website at www.ssc.coop.

August

- Entered into a joint powers agreement of the Minnesota Healthcare Consortium as proposed, effective September 1, 2017.
- Appointed Lynn Gorski to represent Southeast Service Cooperative on the MHC Joint Powers Board of Directors, to run concurrently with her term on the SSC Board of Directors, with her current term expiring on December 31, 2019.
- Approved Southeast Service Cooperative's participation in a multi-Service Cooperative (MN Healthcare Consortium) four-year carrier contract with BCBSM for the SSC Health Insurance Pools beginning January 1, 2018.
- Allocated funds to groups using a formula developed by the Executive Director for the purpose of subsidizing local wellness programming pursuant to the 2017-2018 SSC Health Pool Wellness Incentive Program Guide.

September

- Hired Jodi Dettmann in the full-time position of Program Manager - Outreach effective October 2, 2017 at a salary commensurate with SSC guidelines. Motion passed.
- Accepted the resignation of Dave Thompson effective September 29, 2017.
- Authorized the Executive Director to contract with David Thompson to deliver contract management for the Facilities Management Service for a fee not to exceed \$32,000.
- Rescheduled the December holidays to Monday and Tuesday, December 25 and 26.
- Established the amended 2017 election schedule (for 1/1/2018 Board service).
- Approved an amendment to SSC's contract with CESA FM for reduced deliverables and fee.
- Accepted a grant for \$5,000 from the Carl and Verna Schmidt Foundation to support the 2018 Young Authors Young Artists (YAYA) Middle School Conference.

October

- Entered into a contract with Steve Sallee to serve as SSC Executive Director for the period January 1, 2018 through June 30, 2020 pursuant to terms and conditions discussed by the Board and negotiated by Chairwoman Cravath.
- Extended Suzanne's Riley's employment and revised her contract as Executive Director through January 31, 2018.
- Authorized payment of Southeast Service Cooperative's share of MHC projected and budgeted expense for MHC operations for the ten-month period remaining in FY18 (Sept 2017 – June 2018) and for statewide consultants, both costs to be calculated using the established MHC cost sharing formula.
- Accepted a grant for \$1,000 from Mutual Think Bank to support the 2018 Young Authors Young Artists (YAYA) Middle School Conference.
- Adopted the 2017-2018 Annual Plan.
- Established a Board meeting stipend of \$50 for representing SSC at meetings conducted by teleconference, and if such meetings exceed two hours, the meeting stipend will be paid at the half-day or full-day established rates based on meeting length.

SSC Board of Directors

Carol Cravath, Chairperson
Plainview-Elgin-Millville Public Schools

Theresa Arrick-Kruger, Vice-Chair
Houston County

Karla Bauer
Kenyon-Wanamingo Public Schools

Mary Blair-Hoeft, Treasurer
City of Byron

Mike Christensen
Red Wing Public Schools

Lynn Gorski
City of Owatonna

Brian Grudem, Clerk
One Year Appointment

Don Leathers
Austin Public Schools

Bree Maki
Lewiston-Altura Public Schools

Rob Mathias
Stewartville Public Schools

SSC Upcoming Events

November

- SAC Meeting
November 21
- Board Meeting
November 21
- Getting all Students Reading, Writing and Thinking at High Levels
November 22
- Communicating in a Demanding World
November 28
- Personalized Learning Leader Cohort: Leading Personalized Learning
November 30
- Personalized Learning Teacher Cohort: Supporting Student-Centered Classrooms
November 30

December

- High End Differentiation: Adding Depth and Complexity
December 6
- Creativity is as Important as Literature!
December 6
- Supporting Minnesota PLC for Principals
December 7
- Facilities Management Regional Meeting in Red Wing
December 14
- Facilities Management Regional Meeting in St. Charles
December 15
- SAC Meeting
December 19
- Board Meeting
December 20

January

- PBIS Training for Paraprofessionals and Support Staff
January 11
- SAC Meeting
January 23
- Census 20/20 Regional Session
January 24
- Board Meeting
January 24
- Common Sense Leadership
January 25

Looking for a VR Classroom Training Session?

Tierney is teaming up with Google Expeditions for a VR Classroom Training session. Whether you're new to VR, or looking to learn some new tricks - this session is for you. You will learn about how VR can be used in the classroom setting, how to manage VR for classroom use, and instructional strategies to apply to your classroom.

[Learn More](#)

FREE Public Building Energy Benchmarking Workshop Held by SE CERT December 1, Oronoco

Local governments are invited to join the Southeast Clean Energy Resource Team (SE CERT) for this session focused on utilizing benchmarking to help your township, city, school, or county save money on its energy bills.

[Learn More](#)

A Farewell Message From Suzanne Riley



When retirement is approaching, people often ask, “What are your plans?” Others advise, “Don’t make any plans for (two, three, six) months; first decompress; you’ve been working all your life, take a break!”

A friend guided me to the book, *How to Retire Happy, Wild and Free*, which wisely recommends, “Make sure that what you do will be what you want to do.”

So as a soon-to-be retiree from SSC, here’s how I want to regenerate my life...

1. Be grateful every day for every person I’ve known through my career at Southeast Service Cooperative...each of you have made a difference in my life and the lives of others. I’m overawed time and again by the collegiality, the spirit of support and growth, and the bright, fresh

thinking that emerges from the people who comprise the SSC membership.

2. Be grateful every day for every opportunity SSC has offered me and all of the SSC staff to be helpful and productive in serving our education and local government workforce.
3. **Cooperation** will continue to be a cherished value. I firmly subscribe to the belief that, alongside and in the midst of global, national, state, regional, and local competition... public service in education and government can serve our constituencies even better through collaborative efforts.
4. Keep learning through adventure...painting, writing, reading, music, traveling, experiencing cultures within this beautiful southeast Minnesota that I love and outside of it through the wonderful people I will meet.
5. Explore and pursue opportunities to continue to serve the public good – and there are hundreds of opportunities to choose from!

Thank you to each of you for your efforts to make our world a better place.

My very best wishes to our new Executive Director Steve Sallee, the SSC Board, and staff as they continue to elevate the delivery of high quality cooperative services and practice our mission and values...

Mission

We mobilize **resources**, add **value**, and promote **continuous improvement** through member-focused **solutions**.

Core Values

- **Integrity.** We carry out our work with high levels of responsibility, accountability, and ethics.
- **Excellence.** We are forward-thinking, competent, efficient, and effective.
- **Relationships.** We facilitate collaboration with respect and passion to serve.

SSC's New Executive Director to Start January 1

By Suzanne Riley



On behalf of the SSC Board of Directors and Staff, it's my pleasure to announce that Steve Sallee will become SSC's next Executive Director on January 1. I will work with him on our leadership transition through January 31.

Steve is returning to southeast Minnesota after spending four years in the northern part of the state. He brings to SSC thirteen

years of administrative experience, the most recent ten years as a superintendent of schools. He spent six years as the Superintendent at the LeRoy-Ostrander and Southland School Districts, and the last four years as Superintendent at St. Louis County Schools in Northeast Minnesota. Prior to that, he spent three years in the LeRoy-Ostrander School District as a Principal, and before that, he taught middle school for eight years in Ellsworth, Wisconsin. During his previous time in southeast, he served on SSC's superintendents advisory committee, led MASA Region 1 as chair and was named Southeast Administrator of Excellence, and actively involved his schools districts in SSC's administrative and instructional support services.

During his career, Steve has proven his strength in the areas of developing relationships, building trust, and being fiscally responsible.

As the new Executive Director of the Southeast Service Cooperative, Steve stated that his goals are to "to help shape and influence state and federal education agendas, establish relationships with local government members and identify ways to enhance service provision, and empower leaders through high quality professional development, services and support."

On a personal note, Steve is 48 years young, has been married to his wife, Shelly, for 23 years, and is Dad to their 12-year-old daughter, Riley. When he is not working, he loves to spend time outdoors golfing, hiking, boating, hunting, fishing, and enjoying his lake home with his family and their three dogs.

SSC Welcomes Jodi Dettmann

Jodi Dettmann recently joined SSC's staff as a new Program Manager. In her role, Jodi supports SSC's programs and services in outreach and communications.

She comes to SSC from the world of higher education. Jodi spent 14 years as a Recruiter for the Mayo Clinic School of Health Sciences, then as a Transfer Counselor at University of Minnesota – Rochester (UMR), and most recently as the Assistant Director of Admissions for Augsburg University. Jodi's many

connections and relationships will complement her work for SSC.

Originally from Rockford, Illinois, Jodi has lived in Rochester for over 20 years. She and her husband Dave are the parents of two young daughters; Lora, five, and Geneva, 20 months. Jodi graduated with a BA in English from Luther College.

She cherishes her family time, enjoys participating in a book club, and is active in her church. Jodi shared, "Working in education isn't

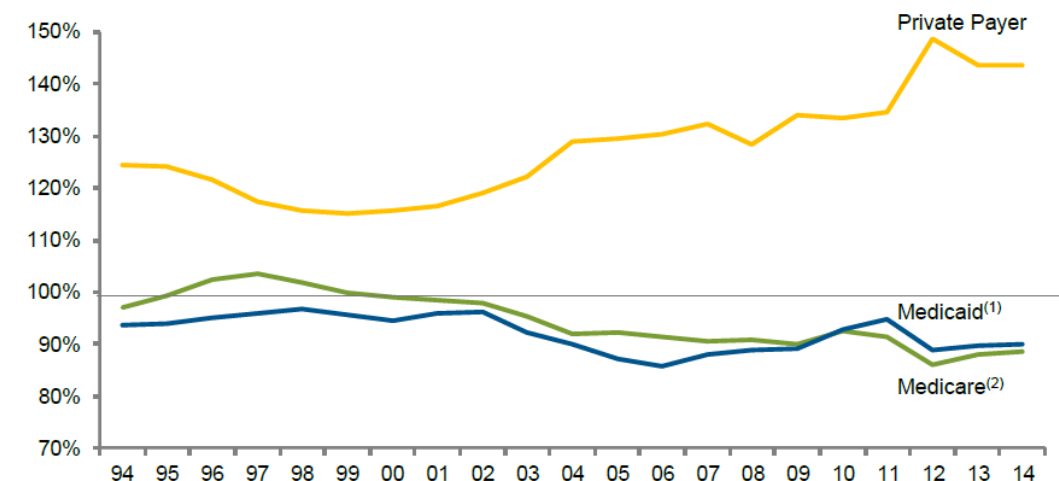


just a job for me, it's a vocation. I feel called to serve as a link for students as well as educators regardless if it's in higher education or K-12 education."

Single Payer continued...

This conundrum is what recently killed Vermont's single payer plan defeated similar proposals in California and Colorado. In all three states, politicians found that while defeating the insurance industry was relatively easy, negotiating with the provider community was far more difficult. For single payer to succeed, it must be politically and economically tenable for the health care provider community.

Figure: Medicare and Medicaid Cost Shifting of Hospital Costs to Private Insurance



Source: Analysis of American Hospital Association Annual Survey data, 2014, for community hospitals.

⁽¹⁾ Includes Medicaid Disproportionate Share payments.

⁽²⁾ Includes Medicare Disproportionate Share payments.

The first step towards single payer

Most universal health care systems in the world use a single reimbursement model as the cornerstone of their health benefit programs. If we want a single payer system "like the rest of the world" we must first convert to a single reimbursement model that holds providers accountable for the quality and cost of our health care by reimbursing them on that basis. Once that is accomplished, we can begin to realistically discuss single payer.

However, as we build our new single reimbursement system, we have to find a way to lower costs and limit cost escalation in order to preserve the long-term affordability of our health care system. That needs to be done by creating an economically efficient model for health care delivery; one that encourages the development of a high quality and price-competitive environment among health care provider organizations, similar to those that exist in other economic sectors.

More about how we can do that in our next installment of ***The Road to Single Payer***.

Bill Colopoulos is a health care economist who has conducted studies in the single payer systems currently operational in the U.S., Canada, Europe, and Japan. He has taught classes on international health care systems and is the author of a new book, ***Single Payer America***. He can be reached at bcolopoulos@ssc.coop.

Student Loan Relief Voluntary Benefit



Southeast Service Cooperative partners with the Association of Educational Service Agencies (AESA) and ISloan Solutions to provide expertise on student loan forgiveness. The **Public Service Loan Forgiveness Program** is eligible to **any full-time staff member**. The loan forgiveness amount is individually determined and tax-free.

Click [here](#) to see if you're eligible.

Single Payer vs. Single Reimbursement

Second article in the series [The Road to Single Payer](#)

By Bill Colopoulos, SSC's Health & Benefits Consultant

In the last issue of *Connections*, I offered some insights into current health care reform efforts and single payer. In this issue, we'll dig a little deeper into the differences between the terms "single payer" and "single reimbursement."

"Single payer" refers to a government-operated health insurance system responsible for making all health care reimbursements to health care providers on behalf of their patients. Medicare is an example of a single payer system; in fact, the U.S. Medicare system is currently the world's largest single payer program.

"Single reimbursement" suggests a consolidation of the various methods now being used by Medicare, Medicaid and private insurance plans to pay for health care services. In a single reimbursement system, there would be one common method and formula all plan sponsors would use to reimburse health care expenses.

Currently, health care reimbursement systems in the U.S. are predominantly based on an inefficient, overly complex and expensive **fee-for-service reimbursement model** where costs are differentiated based on small units of service delivery. This leads to the encouragement of over consumption of health care services. The **global-based reimbursement models** used by universal health care systems in many other nations consolidates all charges into a reimbursement schedule based on episodes of care; differentiated by diagnostic categories. These methods encourage a strong link between cost efficient, necessary and high quality of care.

How can we do this in the U.S.? For nearly twenty years, most universal health care systems in the world have created global-based reimbursement models using the **International Classification of Diseases Series 10 (ICD-10)** system. The ICD 10 model was finally adopted by U.S. health care service providers in 2014, but many providers are still in the process of implementation. Once ICD-10 is fully implemented here, global-based pricing models can begin to evolve and slowly replace

At present, more than 90% of all health care reimbursements are based on a fee-for-service model - an approach that encourages quantity vs quality of care – and varies carrier to carrier; program to program.

current fee-for-service reimbursement models. This will be a formidable task.

This is why it is not uncommon for fees for the same services to vary greatly from health plan to health plan; public or private. Under the current system, the government's solution for cost control is to simply mandate lower fee schedules for its programs. This results in a significant cost shift to private sector health plans as health care providers charge their unrecovered Medicare and Medicaid patient costs to private insurance plans:

A **"Medicare for All"** single payer system operating within the current fee-for-service reimbursement systems that currently predominate the market would result in high and accelerating health care service costs; presenting government with few alternatives for lowering costs other than to impose price controls. However, the application of price controls to all markets would engender significant opposition from the provider community who currently find low Medicare and Medicaid reimbursement rates tolerable only because they can charge their unrecovered Medicare and Medicaid expenses to their privately insured patients.

Medicare-for-All would remove providers' ability to cost shift to the private sector because that sector would no longer exist. That would guarantee the opposition of the provider community to any such plan for a single payer system. While most politicians that favor single payer have no trouble taking on the insurance industry, few would dare the wrath of the patient-popular provider community.

(Continued on next page)

Customized Professional Learning

By Kari Kubicek



SSC offers high-quality member-focused professional and staff development solutions year-round through multiple delivery modes to help you build internal capacity, grow and learn. Experienced and valued faculty, partners, and staff possess specialized knowledge in many areas of current issues and research based solutions to offer region, cluster, and site specific learning experiences.

Bring industry, topic, and content experts to your building to provide staff development before, after, or during the work day. **Customized Professional Learning is great for staff development days as well!** Tailor the content and time to be specific to your unique need as well as impact more staff at a lower cost per person.

Course Options

- **Behavior Management**
- **Cyber Security**
- **Differentiation and GATE**
- **English Language Learners (ELL)**
- **Leadership**
- **Math**
- **Mindfulness & Stress Reduction**
- **Reading/Writing**
- **Special Education**

Click [here](#) to learn more about these offerings.



Southeast
Service
Cooperative

Professional Development

Learning with impact. Designed for you.

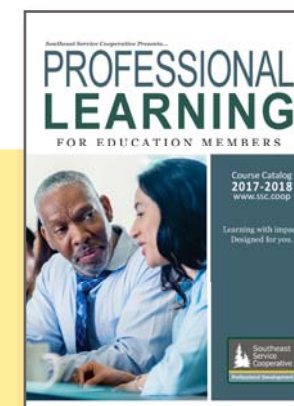
Early Bird Discount— Don't Miss Out!

Districts that book a 2018 professional learning session prior to December 31, 2017, will receive a 10% discount on the training cost.

New Catalog Coming Soon!

SSC's 2018 Winter/Spring Professional Learning Catalog will be available in early January.

Click [here](#) to view our current catalog.



Fall Conference Highlights!

Record Setting Year Sees 400 Area Students Attend Events

By Katie Hartman

SSC's Wood Lake Meeting Center was recently abuzz with the chatter of hundreds of happy students who attended our Science and Nature and Young Authors, Young Artists Middle School Conferences.

140 science loving students in grades 2 - 4, from 10 school districts participated in sessions on straw rockets, egg parachutes, catapults, the magic of science, weather lab assistance, and reptiles and amphibians.

Budding authors and artists in grades 6 - 8 (260 of them from 15 districts), broadened their horizons by attending sessions on comic strip drawing, non-fiction writing, origami, drawing, paper lanterns, and clay sculpting.

If you're interested in more information on next year's conference, please click [here](#).



"She couldn't decide on her favorite session because they were all so fun and hands-on!"

- Conference Chaperone



"Thank you for offering this day of education! SSC provides a day of education that is fun and keeps my child engaged. I trust the staff at this facility to provide a safe and organized day!"

-Conference Chaperone

Minnesota School HVAC Commissioning and Recommissioning

By Steve Zechmeister, P.E., LEED AP O+M, CxA, IEA

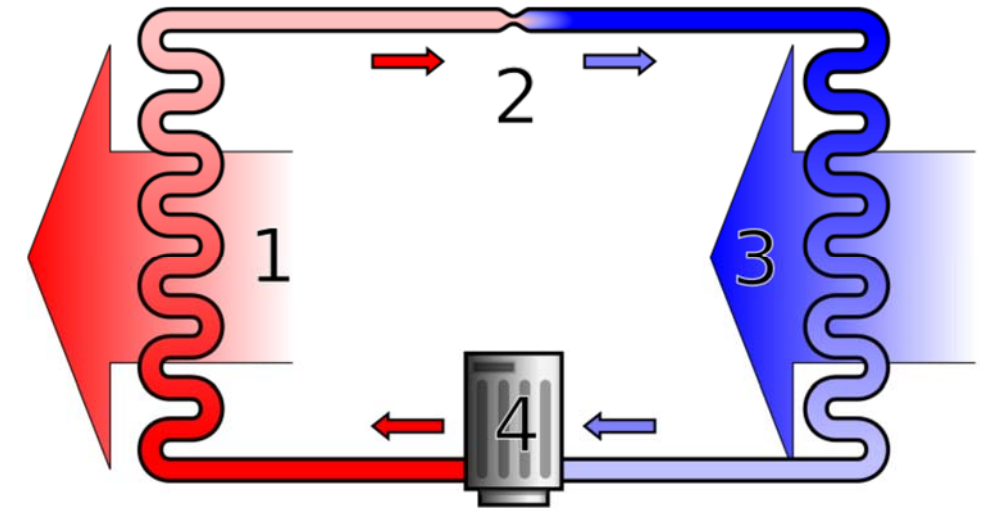
Commissioning

In 1998, the Minnesota legislature passed a statute requiring that mechanical heating, ventilating, and air conditioning (HVAC) systems of school construction projects undergo an inspection process to uncover and rectify problems before or shortly after the building is occupied. This inspection process is referred to as commissioning.

Commissioning is recommended for all new construction or HVAC renovation, but it is only required for projects in Minnesota where the total project cost per site exceeds \$1,400,000. It is strongly recommended that the system inspector be hired during the design phase of the project, prior to the start of construction.

During the project, the commissioning inspector compiles a list of mechanical and controls issues and reports this to the contractors.

The state building inspector will provide a temporary certificate of occupancy when the project is substantially complete. The building official can allow the school to be occupied for up to one year after the project is substantially complete while the remaining commissioning issues are resolved by contractors.



When all commissioning issues have been resolved, a letter or report from the commissioning agent is submitted to the building inspector stating that HVAC systems have been installed and operate according to design specifications and code.

Recommissioning

If it has been more than 5 years since a school has been commissioned, it should be recommissioned (commissioned again). School HVAC systems will degrade over time and many temperature control and air quality issues will arise.

Recommissioning is a rigorous investigative process where an existing building's HVAC system is tested and analyzed to ensure it is running at optimal performance.

A study by Lawrence Berkeley National Laboratory involving 332 recommissioning projects found

that the median whole-building energy savings was 16% and the average payback was 1.1 years. Utility companies have recognized the value of recommissioning and many offer rebates for recommissioning projects.

Click [this link](#) for more information on the Xcel energy recommissioning program.

Links for additional information on commissioning including a link to the MDE guide on school commissioning can be found on the [EPA web site](#).

For more information on commissioning contact Steve Zechmeister, at the Institute for Environmental Assessment, at steve.zechmeister@ieasafety.com.

Mock OSHA Audit Review: Are Your Buildings in Compliance?

By Dave Thompson



Southeast Service Cooperative sponsored Mock OSHA audits for 24 school districts in mid-October as part of a contracted service through CESA 10. The Mock OSHA audit teams received very favorable responses as measured from our surveys completed after the audits took place. School district representatives indicated that the audits were well organized, timely, and beneficial.

- Breaker Box Labeling
- Art Rooms Ventilation – Clay Silica Dust

Thank you to the custodial/maintenance staffs for their cooperation and collaboration in making these Mock OSHA audits go so efficiently and effectively!

The Official Mock OSHA audit reports will be delivered to the participating school districts in November. We look forward to sharing and reviewing the Mock OSHA audit results with schools at this time.

We will be conducting regional Facilities Management meetings during the months of November and December. These meetings will focus on Cyber Security, Facilities Management, and Cooperative Purchasing.

Common Mock OSHA Audits Concerns

District-Wide

- Fire Extinguisher Inspection Documentation
- Boiler Room Light Protection Guards
- PPE (Personal Protective Equipment)
- Eye Wash Station Inspection Documentation

Elementary Schools

- Unlabeled Containers – MSDS Sheets
- Electrical Cords
- “Daisy Chain” Electrical Cords/Surge Protector
- Materials Stored Closer Than 18” to the Classroom Ceiling

Secondary Schools

- Chemical Storage/MSDS Sheet Documentation
- Shop Spray Booths/Gas Shut Off Labeling



Don't Miss Out - Join SSC's Member vs. Member Walking Challenge This January!

By Nicole LaChapelle-Strumski

For the 7th year in a row, SSC will coordinate a walking challenge between its member groups. Last year saw a record 33 member organizations participate. Over 800 individual members took part by tracking their steps. The challenge features two categories; School Districts and Local Government Members. Last year Grand Meadow Public Schools and The City of Kasson won the top spots. Winning teams are awarded a trophy and a press release is sent to their local media outlets. The winter months are the hardest time of the year to keep people motivated and excited about exercise. Sometimes a bit of friendly competition can really invigorate not only your wellness program, but also increase morale and teamwork at your organization.

How do we participate?

Participants will turn in their weekly steps to whomever is coordinating step counts at their site each Thursday in January. Step counts are then set



Grand Meadow's winning team.

back to zero and steps begin to count for the following week. Site coordinators will receive an update from SSC each Friday on team standings.

For more information on the walking challenge, contact Nicole LaChapelle-Strumski at nlachapelle@ssc.coop or (507) 281-6674.



SSC Named a Breastfeeding Friendly Workplace by MDH

The Minnesota Department of Health has recognized SSC for its exemplary effort in supporting and promoting breastfeeding. This certification is achieved by adopting a written breastfeeding policy, ensuring adequate break time for breastfeeding employees, providing a clean, private space to pump breast milk, and demonstrating a strong commitment to supporting breastfeeding in the workplace. SSC is proud to support new moms in this manner. Staff members and visitors alike are always welcome to use our peaceful and private quiet room to nurse or pump. All workplaces, both public and private, are encouraged to apply for MDH's Breastfeeding Friendly Workplace Award. For more information, click [here](#).



To lend our support for Unity Day, which offers hope and support for students who are bullied, the SSC staff wore orange on October 25. To learn more about Unity Day, click [here](#).

Rochester Area Math Science Partnership Grows to All-Time Record Number of Partners

RASMP has grown from 11 school district partners to 18 since joining Southeast Service Cooperative's programming in January 2017. New members include Albert Lea Public Schools, Goodhue County Education District, La Crescent-Hokah Public Schools, LeRoy-Ostrander Public Schools, Red Wing Public Schools, Southland Public Schools and Zumbrota-Mazeppa Public Schools. Interested in joining? Contact [Sarah Ness](#) to learn more.

Learn more about RAMSP mission, participants and collaborative partners, value, and program model.

Win a \$500 Grant for Your Elementary School with IBM's Teacher Advisor with Watson!

Be the 500th elementary math teacher to sign up for IBM's Teacher Advisor with Watson to win a \$500 grant for your school.

Why use Teacher Advisor? Teacher Advisor with Watson is a free, web-based instructional planning tool that will help save K-5th grade math teachers valuable time in planning effective and aligned lessons.

- **Built for teachers by teachers**
Meets real teacher needs, thanks to consistent input from teacher users.
- **Enhance your content knowledge**
See standards-aligned content connected to the larger elementary math progressions, to build content expertise as your plan.
- **Personalized, targeted search results**
Personalized content recommendations from IBM Watson are aligned to your search terms.
- **Highest quality instructional resources**
Designed with the most effective Open Educational Resources lessons, student activities, videos, and supporting documents, so that everything you choose is quality.
- **100% free, always**
Philanthropically funded by the IBM Foundation and other funding partners, so that it will always be free.

Sign up at www.Teacheradvisory.org

Rochester Area MATH SCIENCE Partnership RAMSP

STEM in the News

Post Bulletin's Teacher of the Month: Megan Schimek – 'Teaching is more than a science'



By Joe Ahlquist
Post Bulletin

PINE ISLAND — Megan Schimek is the kind of teacher who doesn't mind getting dirty or seeing her students get a little muddy. Schimek is the 10th-grade biology teacher at Pine Island High School as well as adviser for the Roots and Shoot Club, which focuses on learning, experiencing and respecting nature. She is the Post Bulletin's Teacher of the Month for September.

[Read More](#)

Anoka-Hennepin to Offer Drones Course Next Year

By Olivia Alveshere, ABC Newspapers

After two years of work, a drones class appears to finally be getting off of the ground in Anoka-Hennepin.

Peter Groebner gets ready to fly an ELEV-8 drone. He believes the drone is too big and powerful for his students, and he is still looking for more suitable drones to use in class. At the urging of Associate Superintendent Jeff McGonigal, Secondary Technical Education Program aviation and engineering instructor Peter Groebner began looking into what a course focused on drones might be like.

(Continued on next page)

Outdoor Furniture Contract Awarded

Minnesota based Designline Products Group is your one-stop source for outdoor furniture and other amenities for your buildings, facilities, parks, and campgrounds. Discounts from 5-8% on outdoor tables, chairs, benches, picnic tables, bike security stations, bollards, tree grates, planters, recycling and trash receptacles, grills, fire rings and dog park products DesignLine Products Group offers top-quality, American-made site amenities that are designed to maximize the usability and enjoyment of outdoor spaces.



[Learn More](#)

Theatrical Equipment and Supplies Contract Awarded

Norcostco provides a 7-10% discount on a broad-line of quality theatrical equipment and services that includes: stage lighting, stage drapery and rigging systems/solutions, miscellaneous equipment and supplies, site and safety inspections, installation and programming. ****You must reference the CPC contract to receive the discount. ****



[Learn More](#)

Is Your Roof Secure and Watertight?

Moisture is a roof's #1 enemy. It can ruin the insulation, cause mildew, rot decking and even damage the structure. An experienced roofing professional should inspect your roofing system at least twice per year, preferably in the spring and fall. Routine inspections help avoid expensive, time-consuming repairs from damage or water infiltration that can accelerate the aging and deterioration of a roofing system.

Common Roof Problems to Look For...

- **Damaged Counter Flashings** Counter flashings installed around roof penetrations – such as wall details, chimneys and skylights – are subject to parched caulking, separation and lifting due to expansion and contraction. When these issues arise, counter flashings can be a source of water entry into a building or roofing system.
- **Clogged Drains** Over time, branches, leaves and other debris can collect and build up on a roof, leading to clogged drains. This often results in areas of ponded water, which can contribute to roof deterioration and trapped moisture, causing leakage.
- **Open Pitch Pans** If improperly installed or not routinely maintained, pitch pans will eventually dry out and crack due to a loss of plasticizer or aging, allowing water to seep into the roof assembly.
- **Membrane Splits** Freeze thawing, pressure, water ponding and poor workmanship can cause roof membranes to split and blister, leading to cracks in the roofing system that usually run parallel to felt and insulation joints. When this occurs, water can pass through the roofing system.



TREMCO

Trusted Supplier of Weatherproofing Solutions Since 1928

Electronic Records continued...

takes me less than one minute to store the form in Laserfische and shred the original. It's significantly faster than the paper storage process for me. I love that I don't have a stack of to be filed in my desk drawer and I don't have to make a new HIPAA folder for new employees and spend my time looking for the file key and shuffling files around to make things fit or manually looking to see who we have termed and can pull folders for. It has eliminated all the tedious work. It takes a few more minutes to get someone added to the system for the first time but once they are set up future document storage is really quick!"

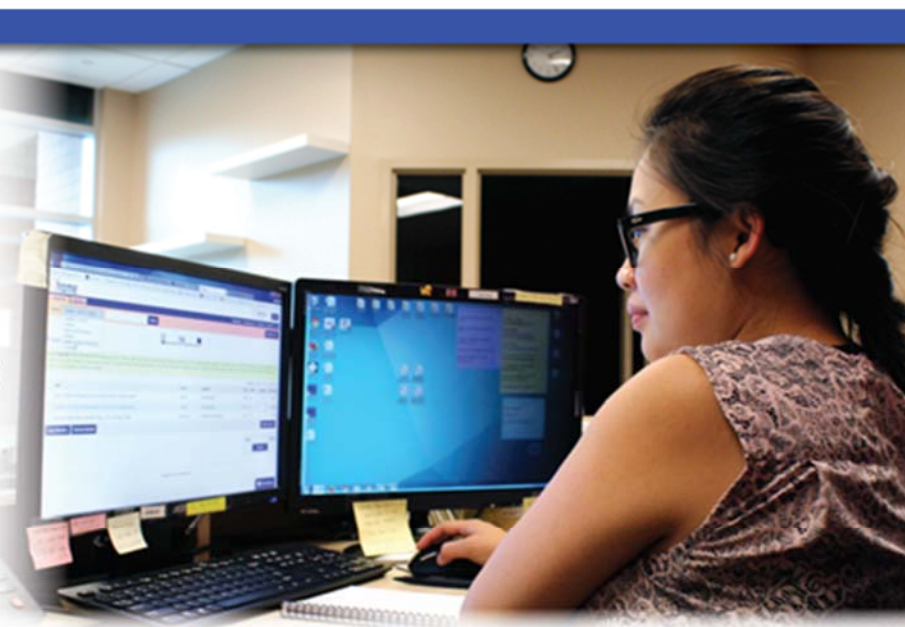
"Using Laserfische to electronically hold our applications has increased our work efficiency by allowing us to pull up an application by the applicant's name in seconds through our student data system rather than looking through our paper applications. We are able to scan in families with multiple last names and file under each of their individual names; We no longer need to make additional paper copies for students with a different last name and file them separately."

**CPC Partnered Vendors for CPC
Partnered Vendors for Contract #17.6:
Electronic Content Management**

**Is Your School District or Government
Agency Legally Compliant With the MN
General Records Retention Schedule?**


There are many types of records that must be permanently retained or for a specified number of years. If your district has been consolidated, consolidation documents require archiving as well. Other records requiring archiving include blueprints, abstracts, and deeds as well as older technologies – cassette tapes, floppy disks, tapes, etc. ISS professionals have experience with records management, are familiar with your legal requirements, and able to assist in preparing your records for storage at our ISS Storage Vault. **ISS has an exclusive SSC Member Contract which provides your district or government agency with a 30% discount on all storage services.** ISS will work with you to ensure that your records are safe and secure plus you'll be able to stay within your budget. Please contact us for additional information or an onsite visit. iss.cloud@infosysci.com or (507) 754-4405.

Patchia Vang does much of the ordering at College Prep Elementary, a charter school in St. Paul. She uses Express because it provides flexibility when it comes to purchasing. She says, "It's easy to navigate and I like that I can compare prices on one website." She recommends Express to others because, "It takes a lot off your shoulders. It makes my life easier. You should give it a try."



Patchia Vang, College Prep Elementary

Drones continued...

"I was a little bit skeptical of it," said Groebner, who is a licensed pilot and worked as an airline pilot until he was laid off following 9/11.

"(Drones) rolled out as a toy," Groebner said. "Now they're becoming a more regulated tool."

Groebner acquired his commercial drone pilot license this summer in order to teach a drones course at STEP.

One year ago, the Federal Aviation Administration began requiring anyone who is compensated for their work flying drones to have a commercial drone pilot license.

Drones are used commercially in agriculture, construction, real estate and countless other fields.

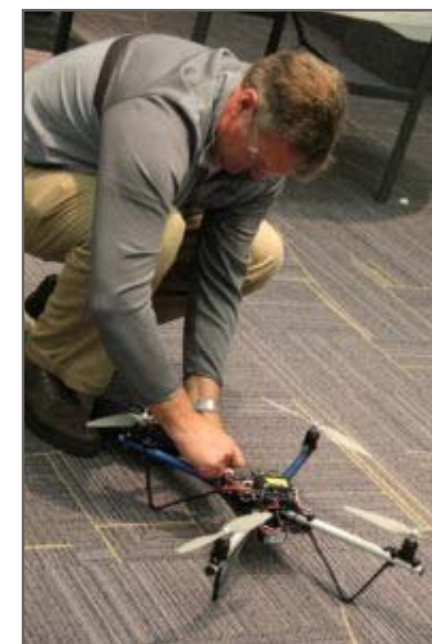
Drones provide "a much more versatile way to conduct most of the inspections we take for granted," Groebner said.

The job possibilities are endless, and the demand for labor is great.

"There aren't too many people out there to hire" who hold appropriate licenses, according to Groebner.

While taking a class isn't necessary to obtain one's license, the written test administered by the FAA is not easy, Groebner said.

"It's really very much like the private pilot's written test," he said. "It's



actually pretty intense."

The new Anoka-Hennepin class, unmanned aerial systems ground school and lab, will aim to prepare students for the test and allow them to earn college credit through concurrent enrollment at Northland Community and Technical College.

Students will assemble and program drones using Arduino software, as well as manually fly them.

Groebner is still researching which drones will be best for classroom use, as the one originally recommended to him, the ELEV-8, is "way too big and too powerful," he said.

Groebner does not know of any other

secondary school offering a drones-specific course at this time.

Drones cost money, but STEP is fortunate to qualify for Carl D. Perkins federal grant dollars. The school has not yet spent a dime on drones, STEP Director Jessica Lipa said.

Registration for the course won't occur until winter, but students have expressed interest in the class, particularly Groebner's former students, according to Lipa.

Peter Groebner flies a mini drone with first-person view capabilities. Groebner is designing an unmanned aerial systems course at STEP for the 2018-2019 school year.

STEP's most popular courses prepare students for careers in cosmetology and the medical profession, but "our manufacturing has started to grow, as has aviation," Lipa said.

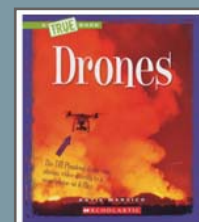
"This generation, the kids are so savvy in the physical flight portion – probably because of Xbox," Groebner said.

But there is still a lot to learn about airspace, meteorology, various regulations and more.

The course will be a two-period, one-semester offering open to sophomores, juniors and seniors in the Anoka-Hennepin School District.

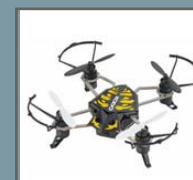
Students must be 14 or older to earn their unmanned aerial systems certification.

Everything Your Need for Drones Available on Express from Partnered CPC Vendors



NASCO

Grades 3-5. Filled with fun facts to help students become an expert on this advanced technology. Includes engaging text, infographics and charts, colorful photos, glossaries, and sidebars.



Midwest Technology Products

Capture in-flight photos and videos! 1-button flips, stable flight and fast charge time. Bright LED lights for flying in low light conditions. Designed for great indoor flights or outdoors with calm winds.



Midwest Technology Products

With pushbutton flight and computer-assisted Smart Shots, Solo makes it easy for anyone to get professional aerial photos and video. Solo is powered by two 1 GHz computers.

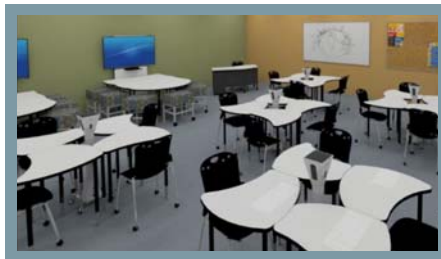
Learn more about [Express](#). Learn more about [CPC vendors](#).

Repurpose Underutilized Spaces

Turn your Library/Media Center into a Collaboration Café, Computer Labs to Makerspace Creator Rooms, Traditional Classrooms to Flexible Learning Environments, or Hallways/Dead Spaces into Huddle Spaces with CPC partnered vendors Tierney or Innovative Office Solutions.

On October 16, 2017, Tierney Technologies for Learning added MooreCo Education Furniture to the extensive CPC product catalog, offering a 25% discount off list price.

Innovative Office Solutions provides discounts on over 100 furniture lines through their manufacturers and distributors.



DeVos Touts School Choice, STEM for \$4 Billion in Grants

By Maria Danilova

Associated Press Writer

WASHINGTON (AP) — Education Secretary Betsy DeVos has put forth a new set of priorities for states, schools and universities competing for federal grant money.

The priorities include school choice, science and technology, special education and school safety.

The Education Department awards approximately \$4 billion per year in new and continuation competitive grants across some 80 programs, the agency said Thursday. Education secretaries have historically used these competitions to push their priorities.

[Read Article](#)

Agriculture in the Schools

Report By Elizabeth Dunbar, MPR News



What is the role of schools in educating students about where their food comes from? Is agriculture education an essential component to a school's curriculum? Reporter Elizabeth Dunbar discussed these questions with ADawn Nelson, a farmer who left the farm to teach students about agriculture.

[Listen to Audio](#)

The Latest STEM News

Block That Click! High School Sports Go Digital

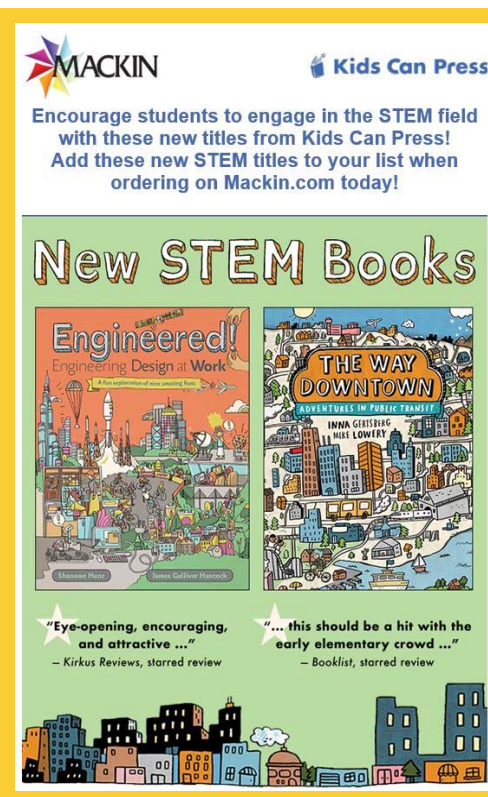


By Solvejg Wastvedt
MPR News

While their classmates kick soccer balls, shoot hoops or participate in a club during school activity period, senior Mula Lay and 30 other students at St. Paul's Washington Technology Magnet School play video games.

The students are part of an e-sports team that started at Washington this year.

[Read Article](#)



Cooperative Purchasing Electronic Records - A District Perspective

Valori Mertesdorf, Director of Finance,
Northfield Public Schools

In this electronic environment that we work in our school district processes have fallen behind. If you can answer yes to any of these questions, I would strongly encourage you consider investing in an electronic records or electronic content management (ECM) system.

- Are you out of filing space?
- Do you have records that could be destroyed, but you don't have the time to go through them?
- Have you ever lost or misplaced a file?
- Have you ever found a document that was barely legible because of age - yellow, ripped, etc.?
- Do you have files that are not secured or stored appropriately? (HIPAA, I-9)
- Have you had to destroy documents from the 60's wondering who thought they needed to be kept that long?

All of these common problems are eliminated or greatly reduced with an electronic records management system.

"Before you get too excited, let me tell you that it will be a slow and lengthy process, but it is absolutely worth it. You are investing in the efficiency and effectiveness of your organization for years to come."

resources, then child nutrition, next will be payroll. Once you begin to see the capabilities, you will want to convert all of your processes. Resist this urge, focus on one at a time and ensure you set it up right the first time!

How much does it cost? It will depend on your setup. Our initial investment was about \$35,000. This included desktop scanners, individual software licenses and a new server. We also chose to scan some of our older documents primarily the ones that were filed in our office,

not in storage. This was an additional \$23,000 for scanning more than 300,000 pages!

Case Study - Free & Reduced Applications

I'm confident that each school has a different process for filing their meal eligibility applications. Ours was exceptionally inefficient. We file ours by the student name. Sounds simple enough, but we would make a copy for each student with a different last name, then file that. And if the student had two last names we would put one under each letter! But this ultimately saved time searching for it later trying to remember which last name or which student we chose to file it under. Not only were we taking extra time to file these, we were adding additional pages - think about the resources - time, paper, toner, file space!

Over the summer we worked with our vendor to create an electronic process. Now, when an application is received we process it, and scan it attaching it to the student. The system auto creates a folder with a consistent naming convention. If there are multiple students, we scan it again and attach to the other students. Even an application with four students takes less than 2 minutes start to finish.

My favorite part is the look up feature. When our Child Nutrition Director gets a phone call regarding an application, she can look them up in Skyward. There is a button on that window that will automatically retrieve the scanned image of the original application. Within 30 seconds she can see what was entered into Skyward and see the physical application without leaving her desk or putting the parent on hold. When she is done she closes the window and the application is re-filed!

Change is hard! We often resist change because we focus on what we would be giving up instead of what we have to gain. We are in our second year of implementation and are just now beginning to see the significant benefits. We are all working to prepare our students for the 21st century skills that they will need. Why not model the ability to adapt and change? You won't regret it!

Employee Testimonials

"Using Laserfische has made storing my HIPAA documents so much less work. After I enroll someone or offer COBRA it



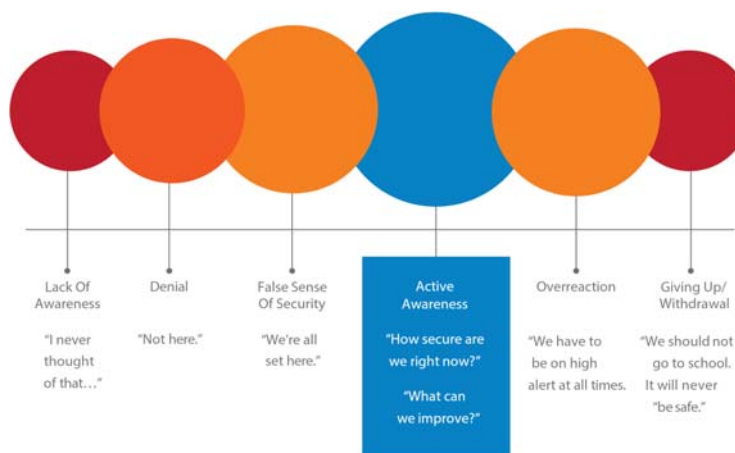
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School Safety continued...

Key takeaways from the School Safety Symposium:

1. Safety and security is an ongoing endeavor. The work is never done.
2. Schools of every size must address physical security threats. Attacks, shootings, and other crisis incidents can happen anywhere.
3. Don't wait until a crisis to know if your plans and procedures work. Test your plan and try it under different conditions and unexpected times: try a rainy day fire drill, take a key player out of the response role to test your back up protocol, or block a traditional escape route to test response.
4. Go five people deep in terms of back-up and cross-train those serving as back-up support.
5. Communication can save lives. Determine options for crisis communication (i.e. two-way radios, PA, telephones, social media, chain of command, designated public relations contact, etc.).
6. Watch for tailgating (when a nice Minnesotan holds the door open for someone without appropriate security clearance). Don't allow visitors to enter without signing in at the office and ensure your staff are following procedures.
7. Use environmental design for safety. Consider lighting, location, and landscape. Keep shrubs under 3 feet high and trees trimmed up to 6 feet at entrances and walkways. Eliminate hiding places for suspects.
8. Consider having a shelter-in-place crisis backpack in each classroom. Contents might include: water, paper cups, snacks for diabetics, toilet paper, tarp, paper, pencils, wind up flashlight, activities for students, teacher cell phone and keys.
9. Work on crisis planning for afterschool athletics and activities. Explore how you would help visitors who are unfamiliar with your buildings and grounds stay safe during an incident. Do you have designated areas for visitors?
10. Talk with your staff about where the safest routes are in and out of the building. Have you shared with them where the cameras are located?

Where Does Your School Community Stand?



I highly recommend reviewing and using the Straight "A" Safety Model Toolkits at www.safeandsoundschools.org. They are great resources to re-examine school safety and continually challenge your community toward improving your planning, preparation, and crisis response. For instance, the Assess Toolkit includes a spectrum of awareness to explore with your school community.

Safety and security is an area we plan to work on as part of SSC's Facilities Management Service, Cooperative Purchasing, and Professional Development. We will share resources and connect with you on ways we can support you in making schools safer. Please don't hesitate to reach out to me about your ideas and concerns related to safety and security. Contact me at (507) 281-6678 or kschmitt@ssc.coop.

Safety books for kids:

- *Police in our School*
- *The Ant Hill Disaster*
- *The Lockdown Drill*
- *The Judgmental Flower*
- *Peer Pressure Gauge*
- *Smarter than the Scoopers*

New Face of PBIS in Southeastern Minnesota

By Katie Schmitt



Hazel Ashbeck is a Behavior Analyst for Southwest/West Central Service Cooperative and will be supporting SSC members in Positive Behavior Interventions and Support (PBIS) as part of the MDE grant program. She recently relocated to the Rochester area and will be facilitating PBIS coaches' sessions, assisting school teams in the cohort training program, and helping

schools interested in being part of the training program. She brings a wealth of behavior analytic experience to our region, including Tier II and Tier III expertise.

PBIS: New Cohort to Begin in August 2018

School teams are invited to apply for the Cohort 14 training (Summer 2018-Spring 2020). The application is available on the pbismn.org website. Applications are due by January 18, 2018. MDE and the Southern Regional Implementation

Project (S-RIP) Team will select Minnesota school teams who apply to take part in our two-year Cohort 14 SW-PBIS Implementation training (Summer 2018-Spring 2020) based on complete and accurate information provided in the application. A strong emphasis is placed on:

- Evidence of data system that informs behavioral practice
- Administrative support and participation
- Demonstration of staff buy-in/informed commitment
- Capacity to participate in all required trainings and complete all assessment tools

Are you interested in applying for the next PBIS Training Cohort?

There will be an Informational Session on Wednesday, November 29 from 2:00 - 3:30 p.m. This session is available to the SSC regional by webinar (or in-person in Marshall, MN). Please [click here](#) to register by Friday, November 24.

For more information, contact Hazel at Hazel.Ashbeck@swsc.org or (715) 321-2731.



From Sandy Hook to Minnesota: Rethinking School Safety

By Katie Schmitt

On December 14, 2012 the unthinkable happened at Sandy Hook School. At the beginning of the year, the school promoted "Safety First" by practicing drills for emergencies and teaching students how to be safe at school. No one ever imagined that a gunman would walk into the elementary school and kill 20 students and 6 teachers in that peaceful town.

Michele Gay is a mother and former teacher at Sandy Hook. She



lost her 7-year-old daughter, Josephine, in the attack. Since the

tragedy, she founded Safe and Sound Schools. The mission of Safe and Sound Schools is "to make schools safer for our children, teachers, administrators and staff through education, active awareness, and collaboration". I recently heard Michele tell her story at a School Safety Symposium at Wayzata High School. Because we all have a role in making schools safe, I wanted to do my part to share highlights from the Symposium.

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