Southeast Service Cooperative

Connections

September 2020

Virtual YAYA Opportunity! P2



Working at Home Healthfully P9

Donna Dickison Retires P13





Branching Out

Tenth Annual

Young Authors, Young Artists Middle School Conference

Young Authors
Young Artists

For students in grades 6-8

Content will include both live and recorded instructional videos during the week of October 26 – 30

Exact dates and times are to be determined.

Sessions & Presenters

Creating Phantasmic Worlds Create a world your readers can dive into! Learn about world-building tips and techniques to craft a believable, unique setting for your characters, no matter the genre. *El Holly*

Becoming a Mystery Writer Solving a mystery can be a challenge, but when you create the perfect crime and brilliant characters to tell the story, nothing is impossible! In this class, we'll discuss setting the scene of the crime, creating sly and unforgettable characters, and introducing obstacles only the cleverest sleuth can overcome. The criminal won't stand a chance! *Jennifer Davidson*

Origami with Triangles Using copy paper, you will learn an easy way to fold and cut an equilateral triangle. After making three, the origami begins! First we'll make a Pyramidal container with a cool closing lock, then we'll make a star with 2 interlocking pieces. You will leave the session with some knowledge of geometry and two great origami models you will surely want to make again. *Kathleen Sheridan*

Kaiju Character Creation In this class we will create an awesome original Kaiju monster character. The term kaiju (which comes from the Chinese text classic of Mountain and Seas) can refer to the giant monster themselves, which are usually depicted attacking major cities and engaging the military, or other kaiju, in battle. We will discuss your favorite kaijus and what makes a memorable character. After the discussion we will create a kaiju by using our creativity and artistic skills with the aide of a handout filled with helpful hints. *Scott Rolfs*

Make 'em Sweat! Wear your sweats and warm up your writing muscles at five-minute work-out stations using items from your junk drawer and your scariest-ever experience/fear. You'll write short scenes to propel characters through suspense-filled action that will make your plots boil with tension. To get the creativity flowing, you'll be moving more than your pencil in between each writing workout. So stretch out in advance and get ready to sweat! *Mary Bleckwehl*

Painting LeRoy Llama Join Sunshine and Roses Traveling Art Studio virtually! Session will include a recorded canvas painting lesson with Penni, painting LeRoy Llama. *Penni Kittelson*

Student Pass - $10 per student for the entire week of content
Teacher Pass - $100 per teacher for the entire week of content

The Student Pass is a great option for single students who are interested in the conference. The teacher pass allows educators to share content with a group of students or their entire class.

Interested in registering for this conference?

Please visit our website **here**.

If you have questions or concerns, please **contact** Katie Hartman.

Welcome SSC's New Career Navigators!

FutureForward

Three People to Help You Drive Workforce Development Innovation and Connect Communities

Katie Hendrickson
Career Navigator



Proudly serving the schools of Dover-Eyota, Lake City, Plainview-Elgin-Millville, St. Charles, and Wabasha-Kellogg.

Katie Hendrickson is thrilled to join the staff of the Southeast Service Cooperative. Originally from Kansas City, Missouri, she and her family moved to Rochester just over three years ago when her husband took a job in the area. They have three almost-grown daughters (two in college, one a senior in high school), and two spoiled dogs. Katie earned her bachelor of science degree in Journalism and Mass Communications from the University of Kansas. After college, she worked in education settings as communication and admissions director for a Missouri school district, and community relations and communications coordinator for a large Kansas district. Most recently, she worked on the communications team at a medical board. Katie enjoys music, spending time hiking and camping, learning photography, and exploring all parts of Minnesota! In her role as Career Navigator, she looks forward to working with schools and businesses to create opportunities for students to explore and discover pathways for future success.

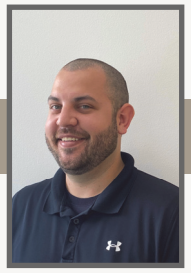
MaryAnne Smith
Career Navigator



Proudly serving the Bluff Country Collaborative schools of Caledonia, Houston, La Crescent-Hokah, Lewiston-Altura, Mabel-Canton, and Spring Grove.

Born and raised near Plainview, MaryAnne is passionate about learning. She tells about playing teacher as a child and hasn't stopped since! MaryAnne is licensed in both agricultural and mathematics education from the University of Minnesota, Twin Cities. From inner-city to rural, public to private, and charter to homeschool, MaryAnne has a wide variety of teaching experience. In 2011, she stepped away from full-time teaching to raise her family. Since then, she gave private guitar lessons, substituted, homeschooled, ran a business from home, and coached entrepreneurs, specifically on dreaming big. MaryAnne lives in Plainview where adventures are abundant with three amazing kids (8 years, 2 years, and 8 months). In her free time, MaryAnne enjoys talking with friends, reading, music, and crafts. "Follow your dreams; they know the way." MaryAnne is ecstatic to give students, educators and business partners permission to dream big and enjoy the journey!

Nick Wobig
Career Navigator



Proudly serving the Bluff Country Collaborative schools of Caledonia, Houston, La Crescent-Hokah, Lewiston-Altura, Mabel-Canton, and Spring Grove.

Nick joined SSC in August as a Career Navigator serving the Bluff Country Collaborative. Raised in Pine Island, Nick is excited to work with schools in small towns. Nick has a background in retail and warehouse management, logistics, and media production, which he hopes to utilize in this role in building relationships with local businesses.

Nick and his wife, Kristina, just welcomed their first child in August and are enjoying being parents. Nick enjoys spending time listening to, creating, and playing music, watching football, and spending time with his son.

Businesses Receive Free Marketing Support While Helping Their Schools

By MaryAnne Smith and Nick Wobig

Our Bluff Country Career Navigators, MaryAnne and Nick, are diving into virtual resources for their communities. What started as an attempt to gather student-facing interviews from local professionals, has quickly become an opportunity for local businesses to showcase their companies through the same virtual lens. MaryAnne and Nick met with the owner of Spring Grove Soda Pop in Spring Grove with a simple ask: "Can we tour your facility and capture the tour on video to share with local students?" While talking with the owner, Bob Hansen, it became clear there was potential for a dual purpose to this kind of video. While housing the video in Future*Forward*™, a copy will also go to Bob to use for marketing, recruiting, and advertising his delicious sodas.

An ally for keeping "local talent local" and highlighting entrepreneurial success in our rural communities, Bob referred Nick and MaryAnne to several other entrepreneurs, and entrepreneurs to Nick and MaryAnne, in Spring Grove for similar opportunities. Within 24 hours, Little Gnome Childcare and Preschool Daycare called asking to put together a similar video and to join Future*Forward*™. Nick and MaryAnne have a hefty goal of producing over 180 videos highlighting local businesses and providing them with this free marketing tool. If you are interested in a similar opportunity, please contact them at BCCNavigators@SSC.Coop.

Future*Forward*™ Soft Launches for Manufacturing Week 2020

By Sarah Ness

If there is anything you don't want to miss, it's this!

Future*Forward*™ is a web-based platform that connects local employers to educators and students for experiential, hands-on, and virtual learning. This tool will be especially helpful to teachers in providing their students with opportunities for career awareness, exploration, and preparation in these days of decreased in-person activities.

In fact, for the upcoming Manufacturing Week (October 5-9), Future*Forward*™ is the vehicle that students and teachers will use to participate.

Due to restrictions relating to COVID-19, it isn't possible for in-person visits to manufacturing sites, but students will get the opportunity to view these sites from recorded tours and interviews with many local and regional employers that highlight what they do, what coursework is relevant in high school, career options and pathways available, and suggested next steps.

Future*Forward*™ supports distance and hybrid learning for career connected learning opportunities for this school year.

Interested in using this tool to soft launch in your district? Email Sarah Ness to learn more.

Moving forward, teachers can use the tool to find a myriad of opportunities for students to interact with business partners, such as:

- job shadows
- classroom lesson plans
- classroom speakers
- virtual speakers
- mock interviews
- mentorships
- internships
- and more!

SSC to Receive Workforce Innovators Award!

SSC will receive the Workforce Innovators Award on Friday, September 25, via ZOOM from GRAUC for the launch of Future*Forward*™ and the Career Navigator program. This award celebrates:

Innovation

- A new initiative/program that meets a workforce need or a program/initiative revised and updated to promote participation and to facilitate completion by under-represented populations.

Collaboration

- A strong connection between education providers with participation of area employers.

Community Impact

- An initiative that expands and/or upskills the workforce or promotes post-secondary credential attainment by under-represented populations.

Alignment

- With the GRAUC mission to meet the workforce needs of our region.

This event will also celebrate the Lamp of Knowledge Award, 2020-2021 Board and Board Chair, updates on current initiatives, and a keynote by Steve Grove, Commissioner of DEED on "*Helping Minnesota Workers and Businesses Impacted by COVID-19*". If you are interested in participating in this Zoom meeting, please **RSVP** to receive your link.



SSC recently received a $3,000 grant from GRAUC for work on FutureForward™. GRAUC Chair and Kasson Mantorville Superintendent Mark Matuska is seen here presenting Sarah Ness with the award.

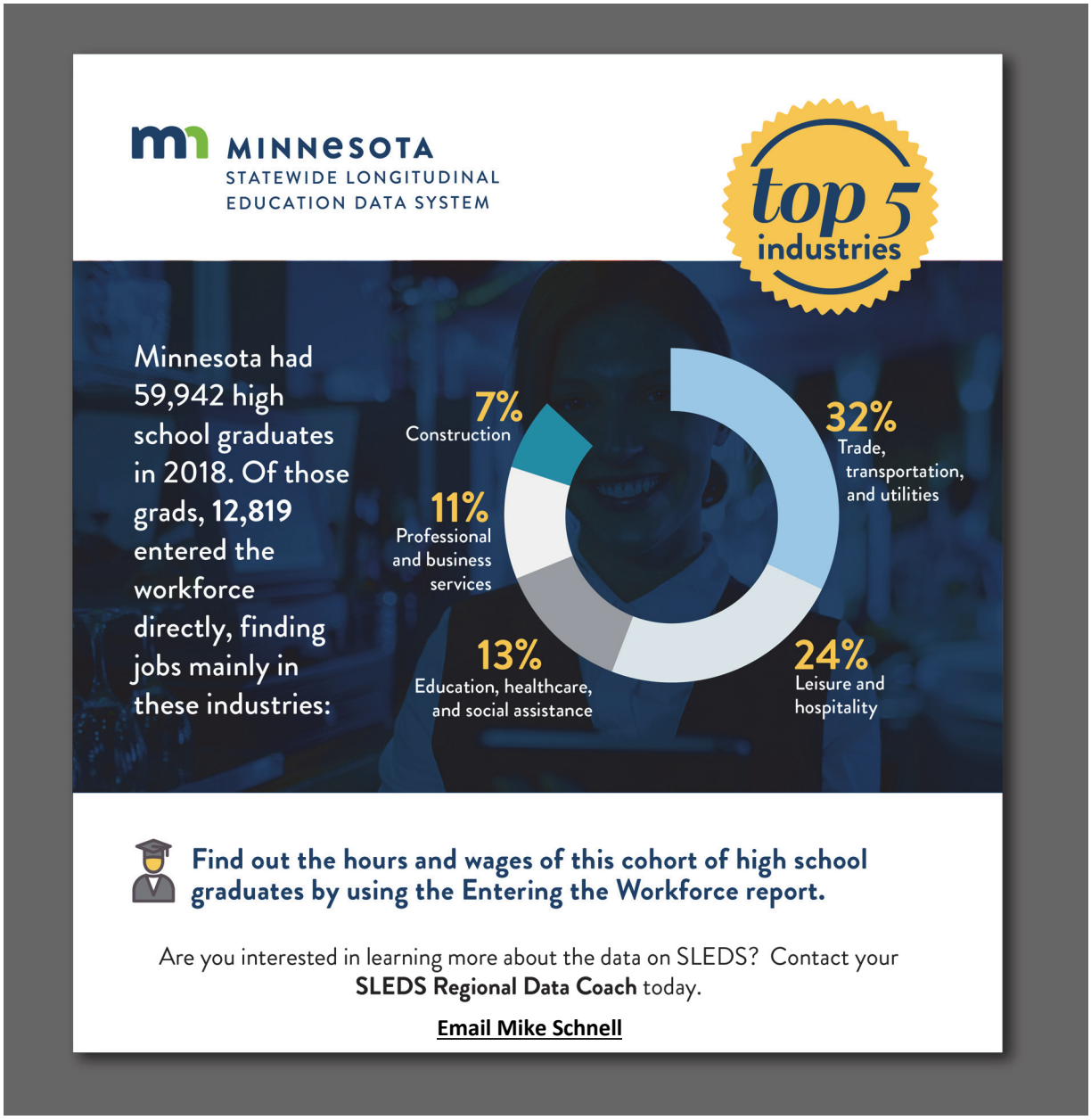
Future*Forward*™ Earns SSC $40,000 Grant Award

Otto Bremer Trust has recently awarded SSC a $40,000 grant award to support Future*Forward*™ our pipeline and pathways program for youth and young adults. Future*Forward*™ connects employers, educators, and students in experiential and work based learning opportunities that connect classrooms to careers and life to learning. These funds will help support portal customizations and a Career Navigator position.

SSC Executive Director Steve Sallee shared, "We are extremely grateful for the financial commitment from Otto Bremer to continue our efforts in workforce development. This work has emphasized innovation between local multi-sector public and private stakeholders, increased efficiencies to communities, and supported sustainability for long-term impact. The very generous donation of $40,000 will significantly help fund these projects."

These funds are a continuation from a $100,000 grant SSC received last year from the Otto Bremer Trust, which was used to launch Future*Forward*™ and support the first shared Career Navigator position.

To learn more about Future*Forward*™, visit www.futurefoward.org.



Virtual Regional Coaching Cohort – Making the Most of Your Instructional Coaches



SSC is offering a virtual Regional Coaching Cohort for instructional coaches during the 20-21 school year. This opportunity is for instructional coaches who want to come together to collaborate, share ideas, and network.

Cohort members will connect virtually on the following dates:

Tuesday, October 6
8:00 to 11:00 AM

Tuesday, January 26
8:00 to 11:00 AM

Tuesday, March 9
8:00 to 11:00 AM

This year, as part of the cohort experience, SSC Faculty member Heather Willman will facilitate a book study based on the book *The Art of Coaching* by Elena Aguilar. Registration will include a copy of the book.

Heather is a Principal on Special Assignment for Rochester Public Schools, and, along with facilitating the book study, will share tips and tricks for maximizing your impact as an instructional coach.

In order that we may order the books on time for the start of the cohort, **the registration deadline is Tuesday, September 29,** so register now by clicking **here**. For more information, **contact** Kari Kubicek.

SSC Offers Behavior Management Support Service

SSC is offering a long term Behavior Management Support Service in which SSC Faculty member Angie Ellsworth will provide and implement a customized plan for supporting your staff, student and families to improve behavior and engagement for all students.



How It Works
Angie will develop a long-term, customized professional development plan based on goals and objectives identified in an initial consult with the school leadership team, which will include, but not be limited to:

- Foundational workshop/retreat and provision of ongoing support for summer curriculum review and development.
- Development of a year-long Professional Development (PD) Plan, calendar, timeline for PD review.
- Facilitation of monthly or quarterly on-site face to face visits to facilitate PD workshops, attend team meetings, or provide classroom observations and teacher coaching.
- Provision of coaching and support via online video platforms.
- Maintaining availability for consultation via email/phone between the hours of 8:00 am to 4:00 pm during regular school days.
- Development and preparation of all materials, resources, handouts, etc. for meetings and professional development workshops.
- Development and maintenance of a digital repository for all materials and resources for support.
- Adherence to and maintenance of a level of professionalism which includes timeliness, respectful discourse, thoughtful reflection and contributions, adherence to confidentiality agreement, and commitment to the full time-frame of the work.

Upon review and approval of the plan, the School will sign an agreement committing to this service through June 30, 2021, with the option to renew for the following school year.

Interested in learning more or having a conversation with Angie? Contact Kari Kubicek at SSC!

MSC and Bloomboard Offer Micro-credentials to Support Effective Blended Learning

The Minnesota Service Cooperatives Micro-credential program partner, Bloomboard, has developed a competency-based learning program designed to support educators in becoming skilled online instructors, capable of meeting both students' personal and instructional needs. Not only will this program support districts' teachers in these times of online and blended instruction due to COVID-19, but for the future of K-12 education.

Read the excerpts below from an article posted on Bloomboard.com in June 2020 to learn about the development of this program.

BloomBoard and Ready to Blend Create Program to Help K-12 Educators Prepare for Blended Learning Instruction This Fall

Partnership Brings Best-Selling Author and Blended Learning Expert Heather Staker's Expertise to K-12 Educators Through Competency-Based Program Amid COVID-19 Pandemic

In response to education challenges brought on by the coronavirus pandemic, leading micro-credential provider BloomBoard has partnered with best-selling author, blended learning expert and Founder and President of Ready to Blend, Heather Staker, to provide K-12 teachers a competency-based learning program that prepares educators across the nation for the challenges they face as school resumes in the fall.

"We salute educators and their schools and districts for their heroic efforts to finish the school year during such difficult circumstances," said Sanford Kenyon, CEO of BloomBoard. "Looking forward to the fall, the education system faces a new and unprecedented set of challenges. Through our work with Heather and Ready to Blend, we intend to provide very practical and helpful support to educators and districts in the short term, while beginning to set the stage for the new future of K-12 education."

In this partnership, Ready to Blend's background addressing the growing need for skilled online educators, capable of meeting both students' personal and instructional needs, guides the program creation. Staker also brings her unique expertise to help teachers create and implement student-centered environments, and this perspective informs the creation of BloomBoard's new competency-based blended learning micro-endorsement, the central component of the program.

"Whether teachers are fully online, completely face-to-face, or using a blended approach, we want to provide as many teachers as possible with the opportunity to be prepared with a flexible, learner-centered design," said Heather Staker from Ready to Blend. "Accounting for the personal needs of students and their teachers is often overlooked as schools shift some instruction online. This new program will help schools move confidently into the fall with a solid game plan for equipping their teachers with the skills, structures, and coaching they need to be successful."

The program allows teachers to learn-by-doing through a combination of micro-credentials, each based on foundational principles of effective blended learning. Teachers who earn their micro-endorsement in the program will have proven competency in assessing individual student needs, engaging parents to support blended learning, designing weekly blended learning "arcs," and more.

Foundations for Blended Learning

This school year certainly doesn't look, feel, or even sound the same as any other, and yet everyone involved is tasked with finding a way to make it work. Teachers are preparing to transition between in-class, online, and blended learning environments at a moment's notice. In an effort to support teachers, Minnesota Service Cooperatives' micro-credential program partner, BloomBoard, has teamed up with Heather Staker, best-selling author and founder of Ready to Blend, to offer a competency-based solution that equips educators with the critical skills for **effective blended instruction**. (Read more about this partnership in the article at left.)

Foundations for Blended Learning is a turnkey program providing a comprehensive approach that includes: embedded blended learning coaching, practical and tactical survival skills, exemplar models and instructional resources, and competency-based learning (all centered around a set of micro-credentials that aligns to Maslow's Hierarchy of Needs).

Click here to learn more about what this program looks like across your district, or email Kerry Frank to learn more about an individual teacher cohort that the Minnesota Service Cooperatives are leading this fall (registration ends on October 16th).



Accepting Facilitator Applications for Fall Educator Forum

STEM Forward is seeking talented administrators, educators, and community partners from Minnesota to lead breakout sessions on the topics below for its virtual **Fall Educator Forum** on Wednesday, November 4, from 4:30-7:30 PM via Zoom.

Many educators have voiced the need for rigorous and relevant STEM activities and curriculum for use in a hybrid or distance learning environment due to the COVID-19 pandemic, so we ask that you consider submitting proposals related to the list of topics through the lens of a hybrid or distance learning environment. Breakout session facilitators will be paid a stipend of $50. Applications are due by October 1, 2020.

Complete Application

Topics:

- Building strong foundations for STEM literacy
- Increasing diversity, equity, and inclusion in STEM
- Preparing the STEM workforce for the future
- The changing Minnesota science standards
- Developing and enriching strategic partnerships
- Engaging students where disciplines converge
- Building computational literacy
- Parent engagement in STEM education and/or career pathways

STEM Village Innovates Business Model for Expansion to Support

Partners from Winona State University, Southeast Service Cooperative's STEM Forward, and area K-12 schools are looking for your feedback to assess the current state of WSU's STEM Village. This group is exploring ways to innovate this resource to expand the usage for educators around southeast Minnesota. It is our goal to use the information from this short survey to offer a variety of resources in a lending library and structural supports. This survey is open to previous users and potential new users of the resources.

Take Survey

National Office of Science and Technology Policy Request Input From Southeast Minnesota

National Office of Science and Technology Policy Input Request - STEM Education Request for Information (RFI) seeking input on strategic partnerships, transdisciplinary learning, digital STEM resources, computational literacy, use of the Federal STEM Education Strategic Plan, and more.

The STEM RFI was created in coordination and alignment with the Federal STEM Education Strategic Plan, released in December, 2018. Respondents can provide comments for any questions they wish, but do not need to respond to all questions. Responses should be submitted via this **Google Form** by October 5. Southeast Service Cooperative's STEM Forward will save each school's responses as PDFs to submit individually, and STEM Forward will submit a regional outlook as a collaborative. The aggregated collaborative document will also be shared back to those schools who complete the form and/or participate in STEM Forward. Please send any questions to **Sarah Ness**.

Virtual Computer Science State Policy Forum

Code.org in partnership with the Computer Science Teachers Association and the Expanding Computing Education Pathways Alliance will be hosting a virtual Computer Science State Policy Forum on October 14th-15th. This is a great way to learn about what is happening with CS policy both nationally and in Minnesota. More info and registration information can be found **here** .

Best Practices for Healthy Telecommuting

By Nicole LaChapelle-Strumski

Working from home has the potential to be detrimental to our individual physical and emotional wellness due to limited options for physical activity and social interactions. This article offers ideas for improving your physical and emotional health by staying active, reducing stress, and keeping engaged with colleagues.

Routine and Schedule

- Breaks are very beneficial to both physical and emotional wellness – make sure you're still taking them, even though you're away from work. Breaks are a good time to fit in some physical movement or partake in a favorite activity of yours.
- Incorporate some mindfulness during the day. Gaze out a window, let your mind absorb nature's beauty – the way the wind moves the leaves, the colors of the flowers, the movement of clouds, etc.
- Working at home lends itself to much more screen time than when working from an office setting. Avoid eye-strain by gazing at a point, at least 20 feet away from your screen, at least 20 seconds every 20 minutes (the 20-20-20 rule).

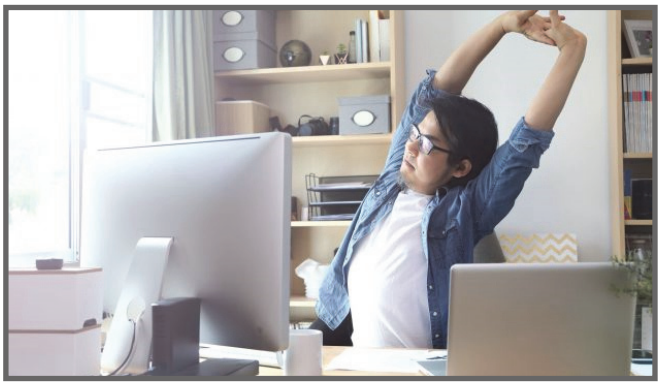
Work Space

- Set up your workspace with wellness in mind; water, comfortable/ergonomic chair (if you don't have one, ask your employer if it's OK to bring one from your home office, or purchase one as part of your work equipment).
- If possible, set up your work area in an out of the way, quiet place, with your desk/table facing the window. A plant nearby can improve feelings of well-being and can increase your productivity.
- Keep your workspace tidy – Being surrounded by clutter can increase your stress levels.

Work/Life Balance

Lines can become blurred when working from home. In today's culture of constant connection, it can be tempting to check and answer emails at all hours of the day and night. This lack of separation between work and home life can lead to burnout and cause your mental health to suffer.

- At the end of your workday, shut the computer and don't return to it until your next scheduled time to work. If possible, disable notices for new emails on your phone.
- Set your work hours for the day on your calendar so your colleagues know when you're online. Set an alarm and block your calendar if you need that extra help sticking to your workday hours.



Keeping Active

It can take some creativity and dedication to stay active while working from home. With no trips to the copier or your colleague down the hall, there's a tendency to sit more while telecommuting.

- Use webinars as a time to stretch.
- You CAN stand in Zoom meetings – consider starting a trend!
- Use extensions such as MOVEIT or set reminders on a fitness tracker or your phone to ensure you're getting enough movement in throughout the day. You should get up and out of your chair at least twice per hour.

Staying Connected

Working away from colleagues can be very isolating for some people. Keeping connected virtually can help keep feelings of loneliness at bay.

- Each day choose a colleague to check in with – a quick email, text, or phone call can bolster both parties moods.
- Create a virtual gratitude whiteboard on Google Docs. This is a great way to focus on gratitude and get to know your colleagues better.

To read the full version of this article, click here.

SSC Once Again Named a Best Place to Work

By Nicole LaChapelle-Strumski

SSC is a recipient of the 2020 Best Places to Work award through Rochester Workforce Development, Inc. This is the 8th time SSC has won this honor.

Twelve companies representing Dodge, Fillmore, Freeborn, Goodhue, Houston, Mower, Olmsted, Rice, Steele, and Wabasha counties are being recognized as the "Best Places to Work" in Southeast Minnesota for 2020. SSC was one of the recipients in the small employers category.

SSC's Executive Director Steve Sallee shared that "We are very appreciative of this award. Our highly dedicated staff and supportive board of directors makes SSC a great place to work. These unprecedented times have challenged all of us, but we are taking care of each other and staying focused on our members' needs. While difficult, it's also extremely rewarding to see the SSC team overcome these challenges."

The Best Places to Work awards program is a commissioned study by Workforce Development, Inc. The purpose of the program is to recognize some of the best employers in the area and provide vital information to companies about the practices they use to attract and retain employees. The data was measured on such parameters as; turnover, rate of growth, promotion rates, employee evaluations and feedback, percentage of employees injured, diversity of management, benefits offered, training expenditures, paid days off, and increase in pay.

COOPERATIVE Purchasing CONNECTION

CPC Vendor
Coronavirus (COVID-19) Response Page

Keeping Your Employees and Students Safe

CPC staff worked with our vendors to highlight products you may need to protect your employees and/or students. Contact us at 888-739-3289 or info@purchasingconnection.org with any questions. Click the images below to view product information, price, and how to order. Mention and include the CPC contract number to ensure the discount is applied.



Reusable Masks From Hanes - New CP Contract



Hanes

CPC has entered into a negotiated agreement with Hanes for adult and youth sized reusable masks. Masks are $1 each, and the minimum number of masks that an organization may order is 500. All orders must be placed in increments of 500.

Click **here** to learn more.

"Is This on Our Job Description?"

By: Amy Grover



SSC staff members Alicia Bredesen and Amy Grover hard at work.

What is red, has four valves, and looks just like it's human equivalent? Why, a pig heart, of course!

Three years ago, Southeast Service Cooperative staff took over coordination and distribution of the donation of pig hearts from Hormel Foods.

This program began with Ross Aleff, Mayo Clinic researcher, and was passed on to us upon his retirement. Most years, approximately 500 pig hearts go out to high school science teachers throughout our region.

They are used for student dissection and to study the anatomy of human hearts because they are very similar in structure, size and function to human hearts. In fact, pig hearts are so similar to human hearts that tissue from pig hearts is used to make heart valve replacements for humans.

We appreciate Hormel's generous annual donation and look forward to our "pig heart party" every year.



The pig hearts just barely fit in Amy's SUV.



Certainly a strange sight to any passers-by!

Here to help our members...

Through Gov. Tim Walz's Executive Order 20-82, all public school districts and special education programs in Minnesota received cloth and disposable masks as well as face shields for students and staff. SSC served as a distribution point for these supplies for our public schools within our region of service. SSC staff members spent two days hard at work helping get these supplies into schools' hands.





Environmental Considerations for Reopening K-12 Schools

By Dan Fitch, IEA

The pandemic has created countless new challenges for schools as we work to get students back safely. Considerable emphasis has been placed on mitigation strategies like cleaning and disinfecting, face coverings, and social distancing to reduce the spread of COVID-19, and rightfully so. However, shutting a building down for a prolonged period can pose additional health hazards that need to be addressed.

Reduced use of water and ventilation systems pose health hazards after a building has been closed for a long period of time. Lack of ventilation during the summer months increases the chance of mold growth and stagnant or standing water in pipes poses an increased risk for Legionella species and heavy metals like lead. Schools should be taking steps to mitigate the risk of these other microbial hazards for returning occupants.

Mold grows on building materials where there is moisture, often produced from leaks or condensation from roofs, window, or pipes during periods of high humidity. Anytime a surface like ceiling tile, wallpaper, insulation, drywall, carpet, and fabric remains wet for more than 48 hours, there is a potential for mold growth.

Steps to minimize mold risk during and after a prolonged shutdown:

1. Maintain indoor humidity as low as possible, trying not to exceed 50% as measured with a humidity meter.
2. Conduct a visual assessment of your buildings, before occupants return, looking for signs of mold and excess moisture. Address the source of water intrusion first and conduct remediation wherever mold is identified.
3. A building HVAC system that has not been active during a prolonged shut down should be operated for at least 48 to 72 hours (i.e. flush our period) after an assessment has confirmed that mold is not present, or after remediation has been completed. If an odor is detected that suggests mold growth (such as a musty smell) after the "flush out", look for mold that may not have been previously identified. Continue the flush out process until no odors are apparent.
4. Continue routine checks of the HVAC system after a building is reoccupied.

Stagnant or standing water in a plumbing system can increase the risk for growth and spread of Legionella and other bacteria. Stagnant water can also lead to corrosion in plumbing systems causing leaching of metals such as lead. Schools should take steps to ensure that sink faucets and drinking fountains are safe to use after a prolonged facility shutdown.

Steps to minimize Legionella and other diseases related to water

- Flush hot and cold water through all points of use (e.g., showers, sink faucets, drinking fountains).
  - The purpose of flushing is to replace all water inside building piping with fresh water.
  - Flush until the hot water reaches its maximum temperature.
- Clean and sanitize all drinking fountains.

For more information on mold testing and remediation or water testing, call Angie Radel at the Institute for Environmental Assessment at 507-281-6682, or e-mail angie.radel@ieasafety.com.



Over the course of the last several months, school environments as we once knew them have been turned upside down. In April, the ICS team developed a task force consisting of a panel of experts to discuss all topics centered around reopening schools in a COVID-19 world. With more than 1,200 people in attendance across 11 webinars and counting, we've discussed, engaged, and learned valuable lessons along the way. Some of these lessons include:

- Have a comprehensive communications checklist is critical. Check out our "COVID Communications Checklist" here.
- There's a lot to consider when it comes to academic preparations including schedules, extra-curriculars, materials, etc. Check out what Bemidji Area Schools, East Central Public Schools, and Mora Public Schools are doing here.
- Establish solid relationships with your local county public health department. Check out how this has helped Bemidji Area Schools, East Central Public Schools, and Mora Public Schools here.

Through September 25, our team is hosting free COVID Convo webinars every Friday from 12-1. For more information, visit our reopening schools page on our website at https://www.ics-builds.com/reopening-schools/ or reach out to Karen Klein at karen.klein@ics-builds.com.

SSC Upcoming Events*

October

Regional Coaching Cohort - Making the Most of Your Instructional Coaches
October 6

January 1st Group Renewal Meeting
October 6

MASA Region 1 Fall Session
October 21

SAC Meeting
October 27

Board Meeting
October 28

November

SSC Wellness Forum: Whole Person Wellness
November 4

STEM Forward Virtual Fall Educator Forum
November 4

Suicide Prevention and Mental Health—Virtual Training
November 11

SAC Meeting
November 17

Board Meeting
November 18

And Beyond...

SAC Meeting
December 15

Board Meeting
December 16

**Check our webpage for the most current information. Most sessions will be held virtually.*

"See You Soon" to Donna Dickison



For the last five years, Donna Dickison's megawatt smile and warm personality have ensured that visitors to SSC and the Wood Lake Meeting Center have felt welcomed and appreciated. As the meeting center coordinator, Donna regularly received thank you notes from customers, which expressed gratitude for all the ways she went above and beyond to ensure a smooth rental experience. But most of all, Donna truly cared about each and every customer, member, and colleague. Her retirement was something the staff at SSC was dreading. Donna's sense of humor, thoughtfulness, and willingness to help others when needed will all be greatly missed. Donna, never one to sit still for long, is looking forward to traveling more and spending more time with her five grandsons. Once the meeting center returns to its former bustling glory, Donna hopes to return to the SSC team in a part-time capacity. An extremely positive person, Donna shared her favorite quote for this piece; "Live! Love! Laugh! Let your cup be half full".

The Reading Center
DYSLEXIA INSTITUTE OF MN

Dyslexia 101 Course – Free Offering through The Reading Center

The Reading Center: Dyslexia Institute of Minnesota received funding from Mayo Clinic which has allowed them to provide their 5-hour Dyslexia 101 online course free to Minnesota educators. This course provides basic information about dyslexia and structured literacy interventions in the classroom, addressing the following areas:

- What dyslexia is, including both visual and auditory dyslexia
- Misconceptions about dyslexia
- What dyslexia may look like in the classroom
- Effective reading instruction
- Classroom accommodations and strategies

To register for this course, click here.

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.

April

- Approved employee health insurance rates for 2020-2021.
- Approved the School Pool Renewal Formula.
- Approved SSC to serve as fiscal host for MASA Region 1, effective July 1, 2020.

May

- Approved the posting for two additional Career Navigator positions, funded through the Rural CTE Consortium Grant.
- Approved the hiring of Jeff Aamot as the SE/Metro RCE Director effective July 1, 2020.

June

- Approved the resignation of Jill Miller, Administrative Assistant, effective June 5, 2020.
- Approved the resignation of Lisa Chellew, Career Navigator, effective no later than August 15, 2020.
- Approved the elimination of the Development and Innovation Specialist position, effective July 1, 2020.
- Accepted the retirement of Donna Dickison, Meeting Center Coordinator, effective September 15, 2020.
- Approved moving Alicia Bredesen from Organizational Assistant to Meeting Center Coordinator, effective September 15, 2020.
- Approved the hiring of MaryAnne Smith and Katie Hendrickson as Career Navigators, effective July 8, 2020.
- Approved assignment changes for Melanie Lawrence-Smith from Advocate to Education System Specialist and Joe Jezierski from Advocate to Climate Advocate.
- Approved the posting of two RCE Advocate position openings.
- Approved the hiring of Jennifer Bordonaro as RCE Advocate, effective July 1, 2020.
- Accepted the RCE staff salaries for 2020-2021 as approved by the Minnesota Department of Education.
- Approved a salary freeze (0% increase) for the Executive Director for the 2020-2021 fiscal year based on mutual agreement.
- Approved the SSC Employee Benefits Plan for 2020-2021.
- Approved the adjusted vacation accrual schedule.
- Approved the 2020-2021 budget.

July

There is no July SSC Board Meeting, and the yearly MSC conference was cancelled due to COVID.

August

- Accepted the CCOGA Pool Renewal, which included the group formulas for both small and large groups.
- Accepted a $40,000 grant from the Otto Bremer Fund to help support a Career Navigator position and Future*Forward*™ portal customizations.
- Accepted a $3,000 grant from the Greater Rochester Advocates for Universities and Colleges (GRAUC) for work on Future*Forward*™ with K-12 schools, college partners and community businesses.
- Approved to move Heather Schutte, SMEC Career Navigator from a 0.70 FTE to a 0.85 FTE with the addition of a school district to her SMEC group, effective September 1, 2020.
- Approved the hiring of Nick Wobig as Career Navigator, effective August 3, 2020.
- Approved the official start date for MaryAnne Smith and Katie Hendrickson as July 16, 2020.
- Approved the hiring of Raymond Blackledge as RCE Advocate, effective August 1, 2020.
- Approved the SSC Wage Guidelines and Personnel Band, Grade, and Title changes.

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Shaping the Future
for communities of leaders and learners

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