



Annual Report To Our Partners 2013-2014

Partnership.





Innovation.

Leadership.





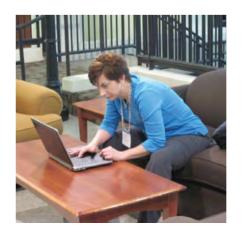












From the **Executive Director** Cliff Carmody

Friends of SW/WC Service Cooperative:

"Partnership, Innovation, Leadership, and Service"

our members!

This Annual Report to our Partners illustrates the core mission, values, and commitment our agency has for our region. As you review this report, I hope you will see how our programs and services are critical to, and support the work of, the members we serve.

Our shared services model of delivering services is demonstrated through the new and existing initiatives highlighted in this report. We are a membership driven organization...through the use of a number of advisory committees, our Board and administration work collaboratively with our members to offer programs and services that support, enhance, and meet the needs of our members.

Our core values of service, integrity, and respect form the cornerstone to the work we do. At the center of these values is service. We believe service is a commitment to serve our members. potential members, co-workers, and others. We care about them, listen to them, and work to address their issues. Satisfying those we serve is a priority for everyone in the agency.

As we plan for 2014-15, we continue to recognize the challenges facing our members. We are grounded and committed to our service approach and will continue to find ways to be innovative in our practice of administering high quality programs and services.

Thank you for your support of our collaborative work and I look forward to working with you to address the challenges of the new year!



The SW/WC Service Cooperative Board, administration, and staff focus on providing programs and services that meet the needs of

Administrative Services

This division, led by Darin Jensen, is comprised of the Regional Management Information Center (RMIC), Health and Safety, Cooperative Purchasing, Information Technology, Distance Education, Technology Integration, and E-Rate Coordination.

An exciting highlight from this past year is the new Cooperative Purchasing online marketplace, the **Express**. The Express was designed to bring the purchasing process together in a single, simple to use, online environment. Members can place orders, compare prices from our partnered vendors, approve and manage orders, and utilize flexible payment options including purchase orders or credit cards/P-Cards. Members can even order items from different vendors and place all of the items into a single shopping cart. Product searches can be done with a variety of options to help improve the shopping experience. In addition, all pricing in the Express is member-discounted pricing – so there is no need to remember contract codes or quote numbers to receive our contracted pricing. The Express site can be easily accessed by visiting our Cooperative Purchasing Connection webpage at www. swsc.org/cp.







Special Education Services

One highlight from this past year was our first Low Vision **Clinic** which served 10 students with visual impairments. Dr. Siemsen (Mayo Clinic) and Dr. Hinkemeyer (Pine Cone Low Vision Center) set up a small clinic where students were interviewed and given a series of eye examinations. Some students were prescribed visual aids to assist them in school and the community.

Kristin Oien, Specialist for the Blind/Vision Impaired from MDE, met with students and families to look at devices for low vision. Each of the students received free devices specific to their level of vision needs. These devices included magnifiers, monoculars, and special sunglasses. Following the exam, the students had their vision tested with and without the devices. The results were amazing for some students, putting huge smiles on their faces! They were all very excited after receiving their devices, and one student said, "Now I can see when my teacher is smiling!"

Risk Management Services

This division, led by Doug Deragisch, is comprised of the school insurance pool, the city/county/other governmental (CCOGA) agency pool, and the health cost management program (HCMP). The SW/WC SC operates two health insurance pools on behalf



of our members. The School Pool has 55 member schools with a total of nearly 7,000 covered lives. The CCOGA Pool has 109 members covering nearly 7,500 lives. The SW/WC SC's renewal success rate is near 90% annually. Over the years, the Pools have been successful in serving our members with high quality insurance products as well as educational and support services.

A highlight from this past year is pictured at left. These supplies are part of an Onsite Virtual Health Clinic. Using Online Care Anywhere[®] to talk to a doctor using video or secure text chat, members have a live conversation with a real doctor. U.S. board-certified doctors answer questions, diagnose conditions and prescribe medications. The School Insurance Pool provided ancillary supplies (scale, blood pressure cuff, thermometers, wipes, sharps container) to all schools who opened a virtual clinic in their school district. This past year, two school districts took

advantage of this opportunity: Lynd Schools and RTR Schools, who set up a clinic in each school building (Russell, Tyler and Ruthton).

Teaching & Learning Services This division, led by Bob Braun, includes school improvement, student enrichment activities, curriculum coordination, the MN West Carl Perkins Consortium, the math and science teacher partnership, RtI, and PBIS. One highlight this year was the **direct support** provided to over twenty member school districts in preparation to meet new educator evaluation requirements. Support was provided through a series of work sessions held in Marshall and Worthington, as well as on-site sessions held at various districts. The goal was for districts to develop an effective evaluation framework that would meet their local needs, as well as, state requirements. Additional support was provided for summative evaluators and peer reviewers through a 3-day workshop series on observation and feedback skills.

Another highlight was two student competitions offered through the MN West Carl Perkins Consortium. These events offered high school students an opportunity to demonstrate their talents, push themselves to try something new, and connect with students from other districts who share a common interest. Additionally, it allowed teachers to network and share ideas for their classrooms. As part of the **Digital Photography** competition, students were given a theme and presented their work to their peers and a panel of judges. The Culinary Skills Challenge, sponsored by The Schwan Food Company, brought over 250 students to Southwest Minnesota State University to compete in seven food competitions. A variety of breakout sessions were held for students who weren't competing, which allowed students to try new foods and learn new techniques from professional chefs. Both of these events allowed students to more deeply explore career options by working directly with professionals from the industry.

This division, led by Dr. Mary Palmer, is comprised of direct student services, regional low incidence programs, outreach clinics, autism training project, transitions outcome project, and the alternative learning programs and settings.



Partnership Uniting with members to meet needs

SW/WC **School Crisis Response Team**





Minnesota Partnership for **Collaborative Curriculum**



The School Crisis Response Team is comprised of over 70 trained individuals from schools in our region who are either mental health professionals or licensed support team members. The team provides support to students and staff through the facilitation of debriefings, defusing, and crisis management briefings following the protocol of the CISM (Critical Incident Stress Management) model. The team is coordinated by Brian Skogen from Canby Public (pictured above), with Schools additional leadership support from Jason Kratochvil from the SW/WC SC.

Since the team's creation in 2010, the 2013-14 school year proved to be the most tragic, with countless hours of support provided to districts by the team members. We thank Brian Skogen for the exceptional leadership he provided in the region this past year--working days, nights and weekends to meet school needs.

Located in Willmar, the North Central Learning Center (NCLC) completed its first year of operation in the Spring of 2014. The North Central Learning Center is a program that serves students with special education and therapeutic mental health needs. The program has grown and additional staff have been added. We look forward to continued growth and collaboration with our member districts. The program employees three teachers, three mental health workers and four paraprofessionals. The North Central Learning Center will be adding a part-time administrator for the 2014-2015 school year.

This past year, the SW/WC SC partnered with SafeSchools to offer three exciting programs to our member districts. The three programs include:

*Online Staff Training and Tracking Program. This program allows a district to see where they can increase compliance, offer easy to use training, and save time and money.

*Online (M)SDS Management Program. This program is an affordable and easy way to access Safety Data Sheets by creating and storing virtual binders.

*Bullying Reporting and Tracking Program. This program is a great way to receive and track tips reported via phone, text, email, and web.

The SW/WC SC became a partner in the Minnesota Partnership for Collaborative Curriculum (MPCC) on behalf of its school district members. MPCC is a grassroots initiative among schools to create comprehensive open education resources, with the overall goal to create course work in a digital format in the four core subject areas for grades 3-12. Membership benefits to districts include:

*Access to high quality curriculum aligned to standards and available at minimal cost:

*Local control to edit, remove, add, or customize the content;

*Improved for capacity personalized learning; and

*Training opportunities for teachers to develop digital content and become skilled in delivering personalized learning through digital content.

The MDE monitoring process is an on-going endeavor for all 46 school districts who purchase special coordinator/director education services from the the SW/WC SC. This year, for the first time, all 46 school districts were on the same schedule and thus, had to complete a "Self-Review". Janet Dirksen, Coordinator of Special Education, was assigned to facilitate and oversee the process for all of our districts. This marked the first time one coordinator was assigned to the entire process -- with the hope that the process would be streamlined and more efficient for all districts. Of the 676 files reviewed, a variety of citations were found but overall the districts did very well. We are now in the process of making corrections and getting ready for the next step next year.

Innovation Researching and initiating new programs and services

Southwest Prairie **Regional Center** of Excellence

The SW/WC SC is home to a new Regional Center of Excellence: the Southwest Prairie Regional Center of Excellence. The goal is "to assist and support school boards, school districts, school sites, and charter schools in implementing researchbased interventions and practices to increase student achievement within a region". The Center will serve all schools by providing training in dropout prevention, transition to postsecondary education and employment, and statewide curriculum standards implementation. This partnership with MDE allows dissemination of information to our schools through a regional training format. MDE Specialists conduct the initial training session and center directors create additional training modules to assist school districts through the implementation process.



Leadership Providing opportunities for all

Whether it be in the area of student conferences, school finance, insurance, or workshops for teachers, the SW/WC Service Cooperative strives to provide opportunities for all to learn, grow and lead.

Students as Leaders--through our student enrichment programs, we offer students a variety of educational and leadership opportunities outside of the classroom. A parent recently sent us this note: "My children are former students of your various conferences. Two of my children have now graduated. Your conferences were amazing and my children learned so much. Sometimes the learning came from making contacts with other adults and kids of like mind. Two of my children (I have four) won first place in their science fair projects in Mankato. They were given ideas and advice on how to run a successful project. These two children are continuing their adulthood education in the medical field and engineering. My other daughter fell in love with German and Linguistic and my last one is still an art fanatic and the tips she received helped her to explore so much more on her own. She loves animation and pottery. Thank you so much for having these opportunities offered to our students in the regions. They learned so much".

Teachers as Leaders--through professional development, partnerships, and other collaborative ventures, we work to provide every kind of teacher the opportunity and ongoing support to be a great leader.

Staff as Leaders--through a variety of leadership opportunities, our staff can serve as mentors to new staff, serve on various committees, provide support, assistance and leadership to our member school districts, work as teachers in our alternative programs, and so much more.

Leaders in the Region--through active listening and experienced facilitation, our agency strives to provide leadership in the region through innovative and collaborative new ventures.

2013-14 Executive Director's Cabinet

Cliff Carmody, Executive Director Deecy Jesse, Executive Assistant Annette Miller, Director of Finance Shelly Maes, Manager of Member Services Edna Gossen, Operations Manager Darin Jensen, Senior Director of Administrative Services Doug Deragisch, Senior Director of Risk Management Services Dr. Mary Palmer, Senior Director of Special Education Services Bob Braun, Senior Director of Teaching and Learning Services Dr. Amy Christensen, Interim Director of the Southwest Prairie Regional Center of Excellence

Service

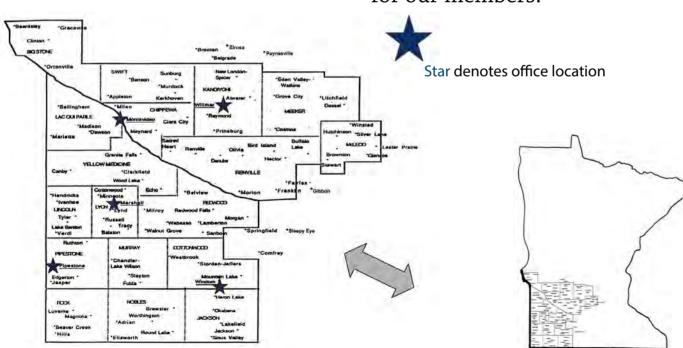
Serving the 18 counties of southwest and west central Minnesota

Office locations

Marshall, Montevideo, Pipestone, Willmar, and Windom

School Locations

Belview, Benson, Cosmos, Pipestone, Willmar, and Windom

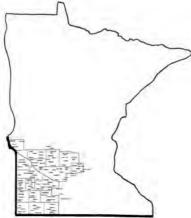


Our Mission

We support and enhance the work of our members by providing programs and services that meet their needs.

Our Vision

By striving to be innovative, collaborative and responsive, we will be the premiere service agency for our members.





Our Board of Directors

Maydra Maas, Chairperson, WWG Schools Kathi Thymian, Vice-Chair, Ortonville Schools Donald Brugman, Clerk, Windom Schools Kathryn Kelly, Treasurer, Renville County Michael Zins, Fulda Schools Jan Fransen, Jackson County Tom Walsh, KMS Schools Maggie Kluver, Montevideo Schools David Kilpatrick, New London/Spicer Schools Jody Bauer, Tracy Schools Steve Schnieder, Worthington Schools

Members of the SW/WC Service Cooperative Board of Directors are elected from our membership.

Board of Directors -- listed/pictured as of 6/30/14

Our Staff

We employ 291 regular employees throughout the 18 counties of southwest and west central Minnesota.

Our staff are located in one of our office or school locations, and many are housed right in the school district where they work.

Employee retention is important to us!

The average length of service for our current staff is over 7.15 years.

The number of employees who have worked at the SW/WC SC over 20 years: 25 15-19 years: 19 10-14 years: 32

Members are our focus.

We have a unique understanding of the strengths and needs of our members and use these insights to positively impact and improve how our members do their work.

Benefits of Membership

- Provides access to the various programs and services offered through our agency
- Allows members to operate more efficiently and cost effectively through creative program development and partnerships
- Creates access to programs and services not readily available to members without cooperation and coordination
- Helps members maximize dollars and realize cost savings by pooling money and resources

Public. Private and Charter Schools Adrian

ACGC BBE Benson BOLD Buffalo Lake-Hector-Stewart Butterfield-Odin Canby Cedar Mountain Central MN Christian, Prinsburg Clarkfield Area Charter Cologne Academy Comfrey Dawson-Bovd E.C.H.O Charter **Eden Valley-Watkins** Edgerton Ellsworth Fulda Gibbon-Fairfax-Winthrop Glencoe-Silver Lake Hendricks Heron Lake-Okabena Hills-Beaver Creek Holy Redeemer, Marshall Holy Trinity, Winsted Hutchinson Immanuel Lutheran, Lakefield Ivanhoe Jackson County Central KMS Lac qui Parle Valley Lake Benton Lakeview Lester Prairie Luverne Lynd MACCRAY Marshall Area Christian Marshall

Milrov Milroy Area Charter Minneota Montevideo Mountain Lake Mountain Lake Christian Murray County Central New Heights, Stillwater New London-Spicer Odyssey Charter, Bklyn Center Ortonville Pavnesville **Pipestone** Area Prinsburg Red Rock Central Redwood Area **Renville County West** Round Lake - Brewster RTR St. Anne's, Wabasso St. Edward, Minneota St. James St. Mary's, Bird Island St. Mary's, Tracy St. Mary's, Worthington St. Michael's, Morgan St. Paul Conserv. for Perf. Arts St. Rafael's, Springfield Samuel Lutheran, Marshall School of St. Peter, Canby Sleepy Eye Southwest Christian, Edgerton Springfield Tracy Area Wabasso Westbrook-Walnut Grove Willmar Windom Worthington Yellow Medicine East

Governmental Agency Members

Cottonwood County Developmental Achievement Center Countryside Public Health Des Moines Vallev Health & Human Services Hospice of Murray County Housing and Redevelopment Authority of Redwood Falls Jackson Housing and Redevelopment Authority Kandiyohi Area Transit Kandivohi Soil and Water Conservation District Lake Minnetonka **Conservation District** Lincoln County Soil and Water Conservation District Lincoln/Pipestone Rural Water Marshall Municipal Utilities Mid-Minnesota Development Commission Murray County Developmental Achievement Center Nobles County Soil and Water Conservation District Projects Hiawatha Manor

PACT 4 Families Collaborative Parkview Home Pioneerland Library System Pipestone County Soil and Water Conservation District **Pipestone County Medical** Center Prairie Lakes Youth Programs Red Rock Rural Water System Redwood County Soil and Water Conservation District Redwood-Cottonwood Rivers Control Area Renville County Hospital and Clinics

Renville County Soil and Water Conservation District

Southwest Regional **Development Commission**

Swift County-Benson Hospital

Westbrook Public Utilities Willmar Municipal Utilities Windom Housing and

Redevelopment Authority

NonProfit Members

Adult Client Training Service Advance Opportunities Area II MN River Basin Chippewa River Watershed Heartland Community Action New Life Treatment Center Prairie Five Community Action

Progress, Inc. **Retired Senior Volunteer** Program of SW MN Southwest Minnesota **Broadband Services** SW MN Housing Partnership SW MN Opportunity Council Western Community Action



City Members

Adrian Appleton Atwater Benson Bird Island **Buffalo** Lake Canby Carver Clara City/ Nursing Home Cosmos Cottonwood Ellsworth Fairfax Franklin Fulda Granite Falls Greenfield

Hanley Falls Hendricks Heron Lake Jackson Kerkhoven Lake Benton Lake Elmo Lakefield Madison Marshall Maynard Mendota Heights Milroy Minneota Montevideo Mountain Lake New Prague

Newport Oakdale Pipestone Renville Rosemount Round Lake Sacred Heart Slavton Spicer Springfield St. Paul Park Stillwater Tyler Vadnais Heights West St. Paul Willmar Windom

County Members

- Chippewa Cottonwood Jackson Kandiyohi Lac Qui Parle Lincoln
- Meeker Nobles Pipestone Renville Rock Yellow Medicine

South Dakota **Cooperative Purchasing Members**

Over 70 schools and agencies located in South Dakota are members of our Cooperative Purchasing Program, taking advantage of the best pricing available from our vendors.

Our Core Values Service Integrity Respect





We have a highly skilled and talented group of professionals at the SW/WC Service Cooperative who embrace our core values in all they do.

Here are some examples of the exceptional work being done day in and day out in the region by our staff.

Ongoing education and continuous improvement is important to our staff--8 have PhDs and 93 have an MS or MA degree.

Staying current with technology and social media are also important to us. We maintain an active presence on Facebook and Twitter.

www.swsc.org/social

Doug Deragisch, Senior Director of Risk Management Services, was elected to a 4-year term representing Agency-Statewide South Zone on the Minnesota Rural Éducation Association Board of Directors. Doug is also taking part in the Association of Educational Service Agencies' Executive in Residence Program. In May of 2014, Doug spent a week visiting Capital Region BOCES (Board of Cooperative Educational Services) in Albany, New York.



Hazel Ashbeck



Kathleen Fischer



Kavla DeJong





Paige Fossum

Hazel Ashbeck received national certification as a Board Certified Behavior Analyst (BCBA). This required passing a national board exam after having completed a minimum of 1,500 hours of supervised work in the field and multiple accredited courses in Applied Behavior Analysis.

<u>Kathleen Fischer</u> completed training through Salus University (Pennsylvania) that allowed her to receive her vision teaching license. The Salus Program is very rigorous and difficult to complete. Kathleen is now serving students in our member districts who have vision needs.

Kayla DeJong completed the Fetal Alcohol Syndrome Disorder (FASD) Studies certificate program from the University of Minnesota, which allowed her to become the FASD consultant for the agency. Kayla is available to districts for consultation on how to assess and help children with FASD academically and behaviorally. Kayla also is available to educate staff on FASD and how to assist children with this diagnosis.

Ryan Groeneweg, Certified Behavior Analyst, was presented with the Heartland Association for Behavior Analysis (HLABA) Award of Excellence. The Award of Excellence is given to one individual in the area that has made a significant contribution to the advancement of the field of behavior analysis in our area. Paige Fossum, a Licensed Graduate School Social Worker, was selected as the Patrick L. Redinius Spirit Award recipient for 2014, an honor given by the Center for Disabilities in Sioux Falls. This award is presented annually to a former trainee who has exemplified the following: enthusiasm and commitment to disability issues, a high level of energy for work in the field of disabilities, and compassion and respect for all. Diane McCarron was named the 2014 New Special Education Leader by the Minnesota Administrators for Special Education (MASE). She was honored for her commitment to students with disabilities and their families, and her active involvement in professional and community affairs.



Our staff plan many conferences in the region, including This is IT2, the School Business Conference, the Summer Leadership Conference, the Paraprofessional Conference, the Summer Principal Summit, the Annual Health Conference, and many other workshops and trainings. Conferences, workshops and inservice trainings are held throughout the year in locations across our 18 county region.









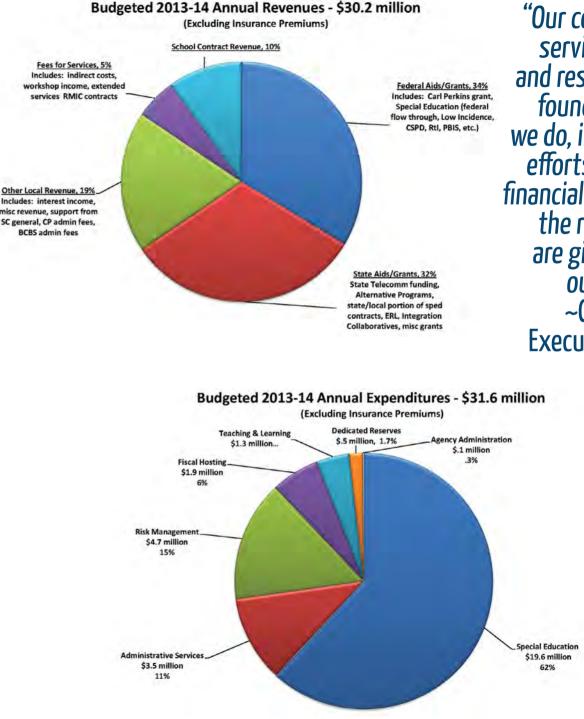
From the Board Chair Maydra Maas

Today, I picture my grandson while sitting at the Westbrook-Walnut Grove School's "Little Charger" table. I want the absolute best for him. I want him to feel loved, stay healthy as he grows, and be ready for a lifetime of learning. I want this for **ALL** children in the SW/WC Service Cooperative area.

The SW/WC Service Cooperative doesn't do anything alone. Setting our children up for success is no different. It takes people in the rural communities across our region -- family, friends, neighbors, volunteers and our entire SW/WC Service Cooperative membership of cities, counties, governmental agencies and schools -- to raise a child.

I hope you will consider what you can do for each and every child. Gather with the excellent SW/WC Service Cooperative administration and staff. Push each other to think outside the box. Think big about what can be tackled together.

Thank you, one and all, for being part of the SW/WC Service Cooperative. There's always an open seat in true collaboration.



"Our core values of service, integrity and respect are the foundation for all we do, including our efforts to be great financial stewards of the resources we are given to serve our members' ~Cliff Carmody **Executive Director**

Superintendents' Executive Council 2013-14

Chair: Jerry Kjergaard, Superintendent, Willmar Vice Chair: Jim Lentz, Superintendent, Pipestone Area Past Chair: Luther Heller, Superintendent, Montevideo John Dotson, Superintendent, BOLD Luther Onken, Superintendent, Fulda and Murray County Central Chris Sonju, Superintendent, Glencoe-Silver Lake Ann Wendorff, Superintendent, Heron Lake-Okabena Todd Meyer, Superintendent, Jackson County Central Chris Fenske, Superintendent, Lakeview Klint Willert, Superintendent, Marshall Dan Deitte, Superintendent, Minneota Bill Strom, Superintendent, Mountain Lake Robert Windel, Superintendent, Mountain Lake Christian John Brennan, Superintendent, Red Rock Central Ray Hassing, Superintendent, Round Lake-Brewster Loy Woelber, Superintendent, Westbrook-Walnut Grove John Landgaard, Superintendent, Worthington Al Stoeckman, Superintendent, Yellow Medicine East Sharon Kabes, Education Dept. Chair, Southwest MN State University Michael Van Keulen, Manager, Minnesota West The Superintendents' Executive Council provides advice and support to the SW/WC Service Cooperative Administration and Board of Directors.



The SW/WC Service Cooperative is a member of the Minnesota Service Cooperatives, an association of nine educational service agencies in Minnesota.

