



# Annual Report

To Our Partners 2012-2013

Partnership.

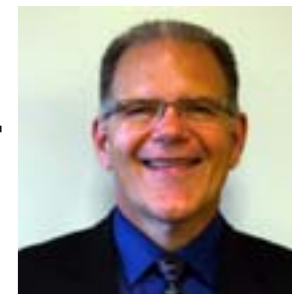
Innovation.

Leadership.

Service.



## From the Executive Director Cliff Carmody



Dear Friends of SW/WC Service Cooperative:

“Great people providing great service to great people” - the Board of Directors, staff, and administration are committed to providing high quality programs and services to our members!

This *Annual Report to our Partners* highlights the SW/WC Service Cooperative’s purpose, values, and commitment to our region. In its pages, you will see how our work has become mission critical to the members we serve. Through partnership, innovation, service, and leadership our purpose is to serve the schools, cities, counties, and governmental agencies in southwest and west central Minnesota.

Our shared services model of delivering services is show-cased through a number of important initiatives outlined in this report. The SW/WC Service Cooperative is a membership driven organization ... through a number of advisory committees and the Superintendents Executive Council, our Board of Directors and Administration work collaboratively with our members to bring program and service opportunities that meet their needs.

Our core values of service, integrity, and respect are 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, coworkers 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 2013-14, 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 bringing high quality programs and services to our members.

Thank you for taking time to read the *Annual Report to Our Partners* and for your support of our region.



# Service To Our Members

Spanning the 18 counties of southwest and west central Minnesota

## Office Locations

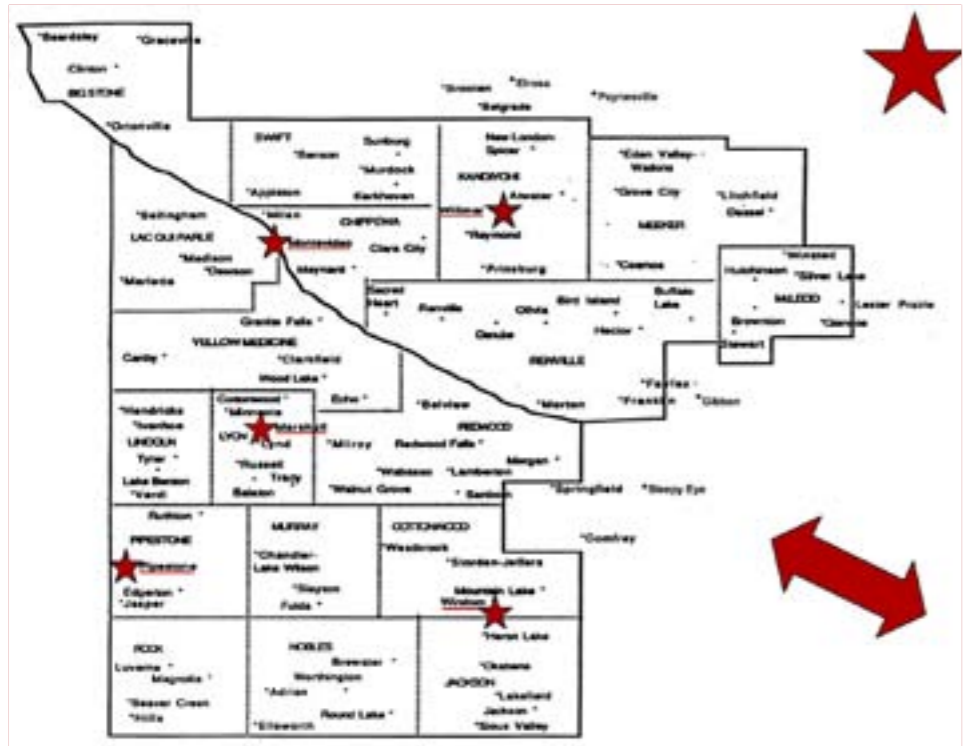
Marshall, Montevideo, Pipestone, Willmar and Windom

## School Locations

Belview, Benson, Cosmos, Pipestone and Windom

## Our Mission

The SW/WC Service Cooperative is a public agency dedicated to meeting the needs of our members by providing high quality programs through partnership, innovation, leadership, and service.



Star denotes office location



## Our Board of Directors

- Maydra Maas, Chairperson, WVG Schools
- Kathi Thymian, Vice-Chair, Ortonville Schools
- Donald Brugman, Clerk, Windom Schools
- Kathryn Kelly, Treasurer, Renville County
- Sally Vogt, Canby Schools
- Michael Zins, Fulda Schools
- Jan Fransen, Jackson County
- Tom Walsh, KMS Schools
- Carol Morgan, Luverne Schools
- Maggie Kluver, Montevideo Schools
- Michael O'Brien, New London/Spicer Schools
- Steve Schnieder, Worthington Schools

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

## Our Staff

We employ over 280 regular employees throughout the 18 counties of southwest and west central Minnesota.

Our staff are located in one of our offices or school locations, but many are actually housed right in the school districts where they work.

Employee retention is important to us! Our staff average length of service is over 7 years.

- The number of employees at the SW/WC SC:
- over 20 years: 25
  - 15-19 years: 14
  - 10-14 years: 40





## 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.

One highlight from this past year is the **Online Type III Vehicle Training Program** which is completing its third year. A Type III vehicle is used to transport 10 or fewer passengers. There were 26 districts (over 550 people) utilizing the program this year. This web-based program can be accessed anywhere 24 hours a day. Another is the **Extended Business Office Services** created through RMIC to assist districts replacing staff that were retiring after many years in the district. Districts were finding it difficult to find new people to take on the multiple roles this one person had been doing. Our efforts to “fill in the gaps” and offer expertise resulted in 13 districts receiving this service. Districts chose which duties they wanted our staff to maintain and which they would handle in house. Tasks included processing payroll, budgeting assistance, processing bills, printing checks, cash flow projections, pre-audit assistance, and more.

## Risk Management Services

This division, led by Doug Deragisch, is comprised of the school insurance pool, the city/county/other governmental 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 56 member schools with a total of nearly 7,500 covered lives. Our City, County and Other Governmental Agencies (CCOGA) Pool has 119 members covering nearly 9,000 lives. The SW/WC SC’s renewal success rate is near 95% 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.

On March 23, 2010, the **Affordable Care Act (ACA)** was passed by Congress--described as the largest single piece of legislation (2,000 pages) ever passed in the US. Three years later we continue to learn more about the law and its impact on our members. Failure to comply with the regulations can impose fines on our members starting in 2014. We have conducted numerous educational workshops for our members and continue to monitor and provide additional information workshops as needed.



## Teaching & Learning Services

This division, led by Bob Braun, includes school improvement, student enrichment activities, curriculum coordination, the Carl Perkins Consortium, math and science teacher partnership, Rtl, and PBIS.

One highlight this year is the continued success of the **Math and Science Teacher Partnership**. This year focused on content training and pedagogy support in K-2 Early Childhood Mathematics in Number and Operation and Grades 3-5 Integrating Science through Literacy and Mathematics in Earth and Space Science. Five math districts and five science districts (44 teachers) took part in Lesson Study PLC training, math content workshops, science content workshops, and teacher support. Another highlight is in **Student Enrichment Activities**, where over 31,000 students participated this year. Our goal is to help students discover their passion in life by offering various activities that allow them to experience things that are not normally available in our region. Activities include student conferences (Young Artists, Young Writers and Science & Nature); competitions (Spelling Bee, Jr. & Sr. High Knowledge Bowl, Creative Writing, Culinary Skills and Sumdog Math Contest); and other programs (Children’s Author & Illustrator, Career Expo and Project Discovery).

## Special Education Services

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.

One highlight from this past year is the growth of **targeted services**. Targeted services include grades K-8 after school and summer programming. This year, we expanded to include additional sites for the following school districts: ACGC, BBE, BOLD, Cedar Mountain, and KMS.

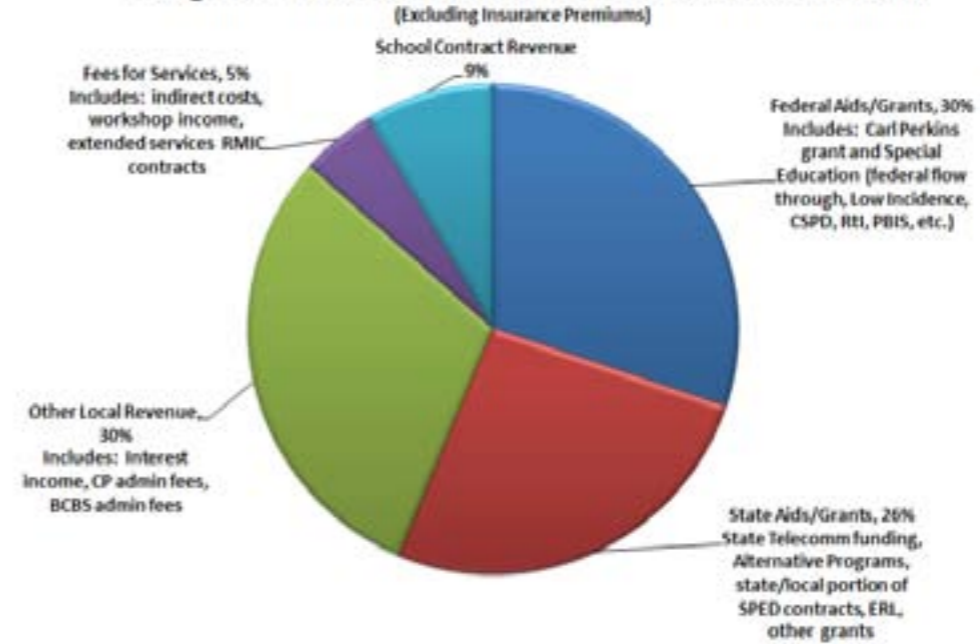
The SW/WC Service Cooperative is excited to announce that we will be opening a new program for special education students with behavioral and mental needs. **North Central Learning Center** will be located in the Willmar area and will serve students from school districts in the area. Staffing of the program will include teachers and behavioral aides, as well as two full-time mental health professionals. The North Central Learning Center will open its doors for the 2013-2014 school year.



“Providing the same educational opportunity for all students is not a simple process. Education is more demanding. Finances remain a constant issue. Collaboration and coordination become the investment tools needed to secure the education and success of students in the region. Through dedication, commitment and the desire to exceed, the SW/WC Service Cooperative continues to remain an invaluable resource to its membership to help meet educational needs in our region.”

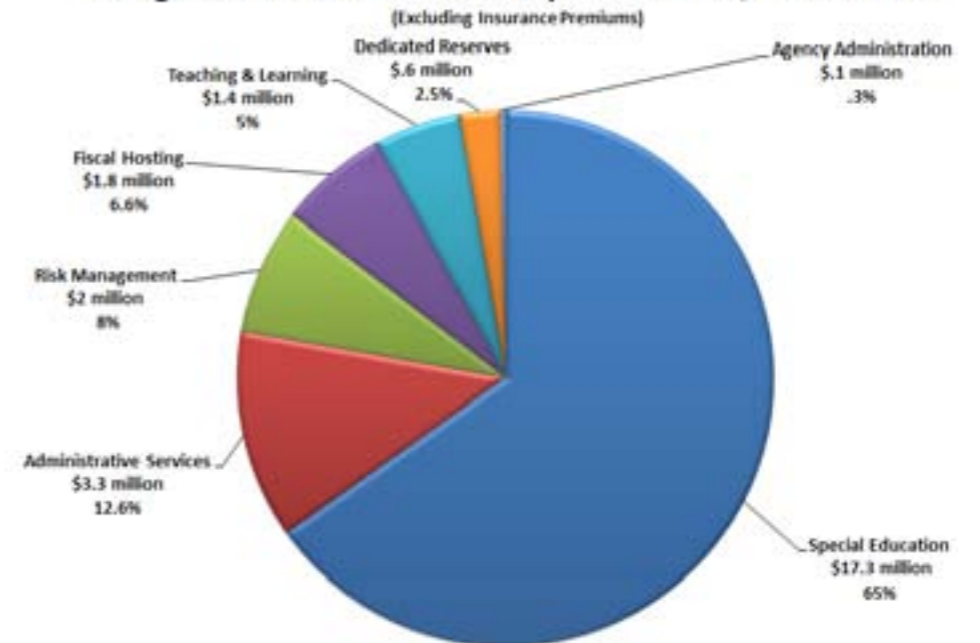
~Maydra Maas, SW/WC SC Board Chair

### Budgeted 2012-13 Annual Revenues-\$32.2 million



“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

### Budgeted 2012-13 Annual Expenditures-\$26.5 million





# Innovation

Researching and initiating new programs and services

# Partnership

Uniting with members to meet needs



### Education Resource Library

A newly redesigned library - ERL - where engagement starts with our webpage--a lively and interactive place to explore and connect--which serves as the entry point to three digital resources: KOHA, Infinitec and Learning Space. Our ERL KOHA system delivers core library services: searching and checking out resources that are delivered weekly. Infinitec is a resource offering online professional development so teachers can train and receive CEUs to support many areas of licensure. Learning Space is a web app that uses networked culture to achieve goals, evolving as we reach our users one by one: Access, getting a person to a conversation; Knowledge, supporting instructional skills; Environment, making people feel safe to participate and learn; and Motivation, bringing the library to people in compelling ways.

### North Collaborative Pilot

This was Year 1 for the North Collaborative Pilot which included the districts of ACGC, BBE, BOLD, BLHS, KMS, Lester Prairie and MACCRAY. This is a 3+ year pilot to collaborate professional development and resources, based on data and common needs. The main focus of Year 1 was to establish effective Leadership and Data Teams, identify areas of strength and those that need improvement, develop a Principals' Collaborative, and bring content area teachers together to network and share best practices. These districts have committed to three common staff development dates for 2013-14, a joint data mine, and professional development in the content areas of Social Studies, Math, ELA, and Physical Education, along with an RtI networking group. There is also a South Collaborative Pilot which includes Cedar Mountain, HLO, Milroy, and Wabasso.

### Project SEARCH

During the summer of 2011, our agency explored the possibility of developing a transition high school for students with disabilities. Hearing that Advance Opportunities was also working on a similar initiative, a new partnership emerged. Project SEARCH, a successful, international transition high school program, was chosen as the model to use in our region. The overall goal is to assist youth with disabilities reach their goal of community employment. Avera Marshall will serve as the host business partner for the 2013-14 school year and will provide a variety of 8-10 week internship rotations that best meet student interests, experiences and abilities. A job coach, program instructor, and department staff work with the students (and IEP team) to help develop necessary interpersonal and job skills to gain meaningful employment.

### HCMP & Wellness Institute

The Health Cost Management Program (HCMP) was developed in 2008 as a way to help school districts fund the development of, as well as financially supporting, ongoing wellness initiatives. Since then, the HCMP has expanded to offer funding to implement biometric screenings, which might include labs such as cholesterol, glucose and blood pressure. Currently, there are 23 of 56 groups in the pool participating in the HCMP. The funding for these initiatives come from the Drug Rebate Dollars. The Wellness Institute is a program that has just completed its second year. This program began as a pilot activities-based program as a way to financially incentivize employees on the groups health plan for participation in wellness activities.

### Email Archival System

Through months of collaboration with the Wide Area Network Advisory Committee, demonstrations by vendors, and collaboration at Technology Leadership Workshops, the SW/WC Service Cooperative Technology Department began a new Email Archiving Service in early 2013. Our Email Archival service will allow all members of the SW/WC Service Cooperative meet data retention laws and standards in a cost effective manner. This service works with on-premise or cloud based Email environments with the exception of Google Apps. The service will be offered with a number of email retention options, or a custom retention schedule can be setup for an organization's email environment.

### Growth of SW-PBIS

SW-PBIS, which stands for School Wide Positive Behavioral Interventions and Supports, has grown by leaps and bounds in the southwest and west central region since 2008, when we partnered with two other cooperatives to provide training and support to the southern tier of the state. At that time, there were no schools in our region implementing SW-PBIS--now we have 24. The premise behind SW-PBIS is to shift from a reactive and adversative approach to managing the behaviors to one that is preventive and positive. It is comprised of a broad range of systems and individual strategies for achieving important social and learning outcomes while preventing problem behaviors for all students. SW-PBIS is a schoolwide initiative which focuses on all students in all school locations.





Learning is a treasure that will follow its owner everywhere.

~Chinese proverb



# Our core values

Service  
Integrity  
Respect



Ongoing education and continuous improvement is important to our staff. We have 7 PhDs working among us and 89 employees with an MS or MA degree.

Staying current with technology and social media are also important to us. We are active on Facebook, Twitter, Google+, LinkedIn and Pinterest. Links to the pages can be found on the homepage of our website.



Dr. Mary Palmer, Senior Director of Special Education Services, took part in a year-long program through the Association of Educational Service Agencies called Executives in Residence. The program addresses collaborative and cooperative work on a regional and national level. The program includes a strong mentor component, access to a variety of leadership experiences, networking, and communication. Mary's host agencies were SERRC (Alaska) and HPREC (New Mexico).



Cliff Carmody, Executive Director, has been active on the Association of Educational Service Agencies (AESA) Executive Council since the 2008-09 school year. This past year, he served as AESA Executive Council President.

Our staff are active in a wide variety of state and national associations. The benefits of ongoing training, professional networking, and leadership opportunities help maintain a highly qualified and educated staff.



Our staff are continually looking for ways to further their skills and knowledge. Dr. Eric Ose (above left) and Dr. Brett DeJager (above right) are two of them. Eric works at the Heartland Ranch School and received his Ed.D. from Bethel University in November 2012. Brett is a School Psychologist serving the Montevideo School District who received his Doctor of Psychology (Psy.D) degree from Minnesota State University, Mankato, in May 2013.



Garry Wickerd, (pictured above) a Behavior Specialist/Autism Specialist, received his Ph.D. in school psychology from the University of South Dakota in December 2012. He, along with Ryan Groeneweg, Behavior Analyst, conducted a poster session at the 39th Annual Association for Behavior Analysis International (ABAI) Convention. Their "Go Green" Program, an intervention package designed for use in lower elementary classrooms to reduce student disruption while increasing targeted positive behaviors, was the topic.



Three of our SPED staff presented at the 27th Annual Association of Educational Service Agencies Conference in Florida. Tammy Stahl (Director of Special Education), Jackie Budden (Assistant Director of Special Education), and Mary Margaret Mathers (Coordinator of Special Education) conducted a session on how to develop special education assessment teams, which they have done in 12 local school districts. They outlined the process for developing a team and shared practical experiences and lessons learned.



Over the course of a year, Jake Guy received three sports related concussions which changed his life. Jake, his parents and a team of educators developed a 504 Accommodation Plan to support re-entry and success in school. Jake has been sharing his story with others, recently presenting with his mother and Darwin Dyce (the SW/WC SC Traumatic Brain Injury consultant) at the Minnesota Brain Injury Conference. Jake has received many speaking requests from people in SD and MN to learn more about sports related concussions.





# 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 and grow.

We would like to say thank you to the SW/WC Service Coop for making these conferences available for students. With limited resources in smaller rural schools the extra programming for some students is very limited. It was an additional learning experience beyond what was offered in the regular classroom. We attended many over the years and, they were always energizing and fun. We hope you are able to continue to host these opportunities for upcoming students.

~Al and Cindy Grosklags, Parents, Renville County West School District

This workshop was very informative and entertaining at the same time. I am excited for the school year to start so we can begin implementation.

~Teacher

I feel the SW-WC SC is the best coop in the state. Without it, I know we would not be able to offer the programming we can offer now.

~Superintendent

I hope the SW/WC SC continues to offer professional development in the areas of math, reading and science. With tight budgets it is difficult for small schools to send teachers to trainings in the cities. Schools in SW and WC MN benefit from the SC when the SC offers high quality professional development in the region. The SC trainers are excellent and can offer a lot of insight to what "Best Practices" are and how these strategies can have an impact on teaching and learning.

~Superintendent

## 2012-13 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



## 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

## School Members

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

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.

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

## Other Governmental Agency Members

Adult Client Training Service	Pipestone County Medical Center
Advance Opportunities	Prairie Five Community Action
Area II MN River Basin Projects	Prairie Lakes Youth Programs
Chippewa River Watershed	Progress, Inc.
Clara City Nursing Home	Red Rock Rural Water System
Cottonwood County DAC	Redwood County SWCD
Countryside Public Health	Redwood-Cottonwood Rivers Control Area
Heartland Community Action	Renville County Hospital and Clinics
Hiawatha Manor	Renville County SWCD
Hospice of Murray County	Retired Senior Volunteer Program of SW MN
HRA of Redwood Falls	Rock County Opportunities
Jackson HRA	Rural Enterprises for Acceptable Living (SWCIL)
Kandiyohi Area Transit	SW Health & Human Services
Kandiyohi SWCD	SW Minnesota Broadband Services
Lake Minnetonka Conservation District	SW MN Housing Partnership
Lincoln County SWCD	SW MN Opportunity Council
Lincoln/Pipestone Rural Water	SW Regional Development Commission
Marshall Municipal Utilities	Swift County-Benson Hospital
Mid-Minnesota Development Commission	Westbrook Public Utilities
Murray County DAC	Western Community Action
New Life Treatment Center	Willmar Municipal Utilities
Nobles County SWCD	Windom HRA
PACT 4 Families Collaborative	
Parkview Home	
Parkview Manor Nursing Home	
Pioneerland Library System	
Pipestone County SWCD	

## County Members

Chippewa	Murray
Cottonwood	Nobles
Jackson	Pipestone
Kandiyohi	Redwood
LacQuiParle	Renville
Lincoln	Rock
Lyon	Swift
Meeker	Yellow Medicine

## City Members

Adrian	Maynard
Appleton	Mendota Heights
Atwater	Milroy
Benson	Minneota
Bird Island	Montevideo
Buffalo Lake	Mountain Lake
Canby	New Prague
Carver	Newport
Cosmos	Oakdale
Cottonwood	Pipestone
Ellsworth	Renville
Fairfax	Rosemount
Franklin	Round Lake
Fulda	Russell
Granite Falls	Sacred Heart
Greenfield	Scandia
Hanley Falls	Slayton
Hendricks	Spicer
Heron Lake	Springfield
Jackson	St. Paul Park
Jasper	Stillwater
Kerkhoven	Tyler
Lake Benton	Vadnais Heights
Lake Elmo	Victoria
Lakefield	West St. Paul
Madison	Willmar
Marshall	Windom

# Members

**Leadership**  
**Innovation Partnership Integrity**  
**Respect**  
**Service**



# Superintendents Executive Council 2012-13

Chair: Luther Heller, Superintendent, Montevideo

Vice Chair: Jerry Kjergaard, Superintendent, Willmar

Past Chair: Keith Kottke, Superintendent, Springfield

Rick Clark, Superintendent, Buffalo Lake-Hector-Stewart

Luther Onken, Superintendent, Fulda and Murray County Central

Chris Sonju, Superintendent, Glencoe-Silver Lake

Ann Wendorff, Superintendent, Heron Lake-Okabena

Chris Fenske, Superintendent, Lakeview

Greg Schmidt, Superintendent, MACCRAY

Klint Willert, Superintendent, Marshall

Bill Strom, Superintendent, Mountain Lake

Robert Windel, Superintendent, Mountain Lake Christian

Paul Carlson, Superintendent, New London-Spicer

Jim Lentz, Superintendent, Pipestone Area

John Brennan, Superintendent, Red Rock Central

Loy Woelber, Superintendent, Westbrook-Walnut Grove and Tracy

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.

