



2022-2023 Annual Report

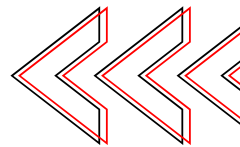
Northwest Service Cooperative (NWSC) Members:

Thank you for visiting the NWSC website and taking the time to look at our Annual Report for the 2022-23 fiscal year. Inside this report you will find snapshots of the ways in which the NWSC has strived to help our partners with their own mission and to achieve their organizational goals. The staff at the NWSC is hoping all of our members had a successful year and that the NWSC was able to help your organization achieve their goals.

Authorized by statute in 1976, there are nine service cooperatives in the state of Minnesota. The primary mission of the service cooperatives is to bring programs and services to the members that could not afford to do by themselves. This shared services model has been our guiding light to provide quality programs for all of our school, city, county, non-profit and other governmental agency members. We are a member driven organization!

We believe we had a productive year and we will continue to be passionate about continual support and service delivery to our members in the years to come. As important as it is to report to our partners, we also are very interested in listening to your comments, needs and feedback. Please feel free to contact us at any time! On behalf of the NWSC board, staff and myself, thank you for your membership this past year and we look forward to our continued partnership together into the future!

Bruce A. Jensen, Executive Director



The Mission of the Northwest Service Cooperative is to be a regional leadership partner with schools, cities, counties, and other governmental agencies and to plan and provide innovative programs and quality services that maximize resources.

The Northwest Service Cooperatives serves school districts, cities, counties and other governmental agencies in 12 counties, covering a total of 14,853 square miles in Minnesota State Development Regions One and Two.

One of nine Service Cooperatives in the State of Minnesota, it is governed by a Board of Directors consisting of school board members elected at large by their peers, two representatives from the C/C/OGA Advisory Committee, with a maximum of three at-large appointees and three ex-officio superintendents.

An array of services are offered to carry out the mission of the Northwest Service Cooperative.

PROGRAMS & SERVICES

ADULT BASIC EDUCATION CONSORTIUM

Adult Basic Education is a state and federally funded program that helps adult learners (ages 17 and older, but no longer enrolled in high school) to acquire the academic and employability skills they need to advance to the next stage in their education or employment. Services include GED and diploma preparation, English as a Second Language (ESL) instruction, preparation for the U.S. Citizenship exam, digital literacy assessment and instruction, online/distance learning instruction, and assistance in developing core academic skills in the areas of reading, writing, speaking, listening and math.

With 28-member school districts, the Northwest Service Cooperative Adult Basic Education consortium is geographically one of the largest adult literacy consortia in the state of Minnesota. Classrooms are located in 10 communities throughout the region, including Bagley, Bemidji, Clearbrook, Crookston, East Grand Forks, Erskine, Oklee, Roseau, Thief River Falls, and Warroad. Classrooms are hosted at a number of facilities, including schools, churches, jails, community service centers, and community and technical college campuses. The consortium employs ten full and part time teachers, one administrator, and two specialists. It also serves as the fiscal agent for a federal grant that supports transitions related programs within the greater northwest Minnesota region. The consortium began offering MN Statewide Adult High School Diploma services for adult learners at classrooms in Bemidji, East Grand Forks and Thief River Falls, and is currently training instructors to become certified to offer ServSafe certification at locations throughout the consortium.

EDUCATION SERVICES

Northwest Service Cooperative's Education Services Team offered effective solutions to support educators in their mission to improve student achievement. To this end, the team offered a robust variety of professional development opportunities throughout the year. We also continued strengthening and expanding our relationships and partnerships with other service organizations, bringing added value to our members. This included partnerships with other Minnesota Service Cooperatives, the Minnesota Department of Education, Prairie Public PBS Broadcasting, and individual outside consultants in order to provide high quality opportunities to teachers in our region and across Minnesota. Education Services staff provided professional learning training for districts in examining data and determining goals, establishing strategic plans, implementing initiatives to support students, and mapping their curricula to ensure alignment with the MN state academic standards. Professional learning opportunities also included a comprehensive range of technology solutions. Teachers received professional development for classroom use of iPads, Chromebooks, Google Workspace, and technology integration.

CENTER OF EXCELLENCE

In partnership with the Minnesota Department of Education and the Northwest Service Cooperative, the Northern Sky Regional Center of Excellence is one of six regional centers across Minnesota. The centers provide on-the-ground assistance to districts and schools to create the capacity and conditions that support change and continuous improvement. For districts with schools identified under Minnesota's accountability model, Minnesota's Regional Centers of Excellence partner with leadership teams to facilitate school improvement efforts focused on equity for underserved student groups.

For more information: [Regional Centers of Excellence](#)

DEFINITION OF EQUITY

Educational equity is the condition of justice, fairness, and inclusion in our systems of education so that all students have access to the opportunities to learn and develop to their fullest potentials. The pursuit of educational equity recognizes the historical conditions and barriers that have prevented opportunity and success in learning for students based on their races, incomes, and other social conditions. Eliminating those structural and institutional barriers to educational opportunities requires systemic change that allows for distribution of resources, information, and other support depending on the student's situation to ensure an equitable outcome. Equity is different from equality. Equity is a principle that is based upon justness and fairness, while equality demands everyone be treated at the same level.

DIFFERENTIATION OF SUPPORT

Per Minnesota's State ESSA Plan (Title I, Part A_School Support), intensity of support from the Regional Centers of Excellence is differentiated based on levels of identification under Minnesota's accountability system for ESSA and requirements under Minnesota's World's Best Workforce statute. The Regional Centers provide differentiated supports and interventions based on accountability results and on district and school needs.

Minnesota's statewide system of support uses a stage-based framework with schools that incorporates three core support elements. The three core elements are:

- 1) Building and using implementation teams to actively lead implementation efforts
- 2) Using data and consistent, frequent feedback loops to drive decision-making and promote continuous improvement, and
- 3) Developing an implementation infrastructure that includes innovation-specific capacity, general capacity, and enabling contexts for implementation and continuous improvement. An effective implementation infrastructure is required for districts Program & Services and schools to sustain meaningful change and improve outcomes for all students

PRINCIPLE LEADERSHIP SUPPORT

MDE and the Regional Centers of Excellence utilize four school leadership specialists to provide principal leadership support. The specialists provide network opportunities and professional development throughout Minnesota, including mentoring support for new principals and offer the Instructional Feedback Observation (IFO) process to support principal supervisors. Using IFO, principal supervisors collect evidence to coach principals in improving their skills delivering feedback. This support is available at no cost for all school leaders.

SCHOOL CLIMATE

In partnership with the Minnesota Department of Education's School Climate Transformation Grant. The Northern Sky Regional Center of Excellence provides on-site support for districts and schools involved in this pilot/cohort.

School climate improvement is a process that engages all members of the school community and involves them in a series of overlapping systemic improvements, school-wide instructional practices and relational management practices that promote safe, supportive and engaging schools. An effective school climate improvement process is an intentional, strategic, data-driven, collaborative ("bottom-up" as well as "top-down"), and continuous process. The assessment of school climate includes analyzing data on perception of students, family or caregivers, and school staff on a range of safety, relationship, teaching and learning, and institutional dimensions. School climate improvement is a five-stage continuous process: preparation, assessment, planning for improvement, implementation and evaluation. The school community's perception of school climate improves when schools are attentive to systemic, instructional, and relational policies and practices that drive school climate improvement. Additional Information: [Ensuring Safe and Supportive Schools](#)



ADDITIONAL LINKS

Minnesota Department of Education. (2017). Every student succeeds act: Minnesota state plan executive summary. Retrieved from: <https://education.mn.gov/MDE/dse/ESSA/mnstp/>

THE COOPERATIVE PURCHASING CONNECTION

A program of the Minnesota Service Cooperatives, is member driven and here to help you get the best value in your purchasing. Explore this site to find information on our purchasing program and our partnered vendors (www.purchasingconnection.org). The Express Website, (www.cpcexpress.org) is eProcurement at its best! Shop many vendors from one site using 1 user name and 1 password. We have almost 14,000 users for this program.

BENEFITS OF OUR PROGRAM

Volume Counts! The combined purchasing power of our members creates substantial discounts on products available from our partnered vendors.

Convenient Ordering! Purchase directly from the vendors, order only what you need, when you need it. Expertise on your side! The Cooperative Purchasing team is dedicated to providing you with the best price, quality, and service available. Satisfies Bid Requirements! Our formal bids and RFPs meet the competitive bidding laws so you can purchase off our contracts without needing to bid on your own! Saving you both time and money!

STAFF DEVELOPEMENT

Our staff development trainings provide opportunities for personal and professional development and promotes sharing of resources in northwest Minnesota. Staff development courses are hosted to give those in schools, counties, cities and other governmental agencies an opportunity to expand their learning, obtain certificates, seek expertise in various areas of study, and share with others in our Northwest Service Cooperative region.

STUDENT ACADEMICS PROGRAMS

SPELLING BEE


Seventeen students from 17 districts in northwest Minnesota advanced from their respective District Spelling Bees to the Region 1 & 2 Regional Spelling Bee on February 16 in Thief River Falls. The top four spellers from this competition advanced to the Multi-Regional State Spelling Bee in February at LCSC in Fergus Falls with the winner from this Bee (our very own Maximus Katsoulis from Blackduck) advancing to the National Spelling Bee in Washington DC. This was a virtual event.

YOUNG AUTHORS CONFERENCE

The 24rd annual Young Authors Conference was held on March 8, 2023 at Northland Community and Technical College in Thief River Falls. There were 14 presenters that did 3 sessions each. 25 districts and 2 homeschooled families from NW MN attending for a total of 450+ students from grades 5-8.

CREATIVITY FESTIVAL

The 24rd annual Creativity Festival was held at Bemidji State University in Bemidji MN. 440+ students in Grades 5-8 from 14 school districts in NW MN attended the event. There were There were 14 presenters that taught 3 sessions each. This event celebrates the arts, nature, science, creativity and problem-solving and encourages self-expression, critical thinking and creativity. A variety of visual and performing artists, inventors and scientists made this event a huge success.





KNOWLEDGE BOWL

Thirty-one Region 1 & 2 school districts with 72 teams participated in Sr. High Knowledge Bowl, a series of interdisciplinary academic competitions for students in grades 9-12 promoting teamwork, problem solving, interpersonal skills, oral communications and listening. Six weeks of competitions were scheduled in January, February and March. Sub-regional and regional competitions followed in late March with the top four Region 1 & 2 teams advancing to the state competition in April. Seventeen school districts with 36 teams participated in Jr. High Knowledge Bowl with students in grades 6-9. Jr. High competitions were scheduled in February and March.

MEDIA CENTER

Media Services offers video streaming to schools from Learn360. Contracting for video streaming through NWSC gives the schools a discounted rate. We had 7 different buildings enrolled this past year. For the schools who use the service, it is very popular with teachers.

WEBSITE

The NWSC website is used to promote and inform members of its services, provide information on upcoming events, and facilitate workshop registration. Information is updated as needed. www.nw-service.k12.mn.us is our web address. We also maintain a Facebook presence at <https://www.facebook.com/NWMNSC>. We encourage you to like us on Facebook as it provides many updates for workshops/trainings that are easy to find and access.

TECHNOLOGY MEETINGS

The Northwest Service Cooperative hosts monthly technology meetings for its members. The meetings are held the third Tuesday of every month throughout the school year. There are vendor presentations in the morning and regional networking and sharing in the afternoon.

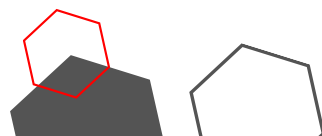
HEALTH AND SAFETY

The Environmental Health and Safety Management Program provides program services including: Employee Right to Know, Bloodborne Pathogens, Accident Reduction Program (AWAIR), Emergency Action Plan, Asbestos, Lockout Tagout, Hearing Conservation, Confined Space Entry, Laboratory Safety, Compressed Gas Safety, Aboveground/Underground Storage Tanks, Community Right to Know, Respiratory Protection, Personal Protective Equipment, Lead in Water, Radon, Hazardous Waste, Indoor Air Quality, Integrated Pest Management, Forklift Safety, Machine Guarding, and Playground Safety.

The Health and Safety Management Assistance Program provides consultation and coordination of service related to the management of environmental health and safety concerns for school districts. These services may include: interpretations of mandatory requirements from the Minnesota Department of Education, assisting districts with their 10 year plan, and conducting a mock OSHA building walk-through. The Drug and Alcohol Program complies with the Federal Department of Transportation guidelines. The program includes the random selection for drug and alcohol testing, onsite alcohol testing, and on-site specimen collection.

HEALTH INSURANCE POOLS AND HEALTH PROMOTIONS

School District members and City/County/Other Governmental Agency members of the NWSC receive professional expertise from the NWSC insurance team & consultant Dan Weir. They guide the insurance committees of members through the renewal process, benefits training, and health care reform information with input from Mark Kinney, a benefits lawyer and consultant. The Health Insurance Pools operated by the Northwest Service Cooperative are provided insurance products through Medica.



The health insurance pools contain approximately 1800 contracts from the Mid Year Pool and 1100 contracts from the Calendar Year Pool. Health Promotion/ Worksite Wellness consists of mini grants given out to each member for the purpose of helping 155 volunteer worksite wellness coordinators assist their co-workers to move more/eat less and make healthy lifestyle choices. There is also a Wellness Incentive Program that consists of criteria to attain a financial incentive. Two Statewide Wellness conferences are held each year and are attended by approximately 600 wellness coordinators. Resources for worksite wellness programs are made available to all the volunteer coordinators.

MEMBER SERVICES

Member Services offers a variety of programs that individual employees as well as our member groups can take advantage of.

STUDENT LOAN FINANCIAL PLANNING

59 members took advantage of the Loan Forgiveness program resulting in a projected forgiveness amount of \$3.6 million. The average monthly payment reduction is \$595/month

Rob Blankenfeld
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LONG TERM CARE INSURANCE

Through our partner ACSIA Partners LLC, a Mutual of Omaha Long Term Care Plan was offered to our membership. The plan can be tailored to meet your individual needs. Discounted pricing and direct billing to members are offered thus streamlining the process for group leaders.

LONG TERM CARE INSURANCE

MEDICAL SAVINGS ACCOUNTS

VSP Vision Care brings personalized care from a VSP network doctor at low out-of-pocket costs.

Omada helps at-risk employees as they work to lose weight and reduce their risk for diabetes and heart disease. Diabetes and diabetes prevention programs available.

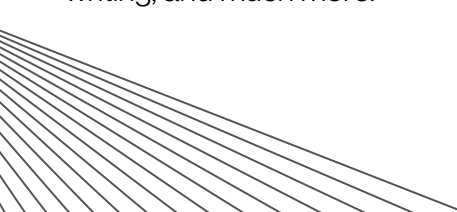
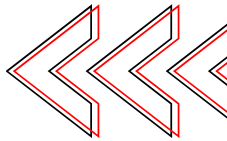
Omada for Joint & Muscle Health combines personalized physical therapy with virtual technology. It's a proven program that can help build muscle, prevent pain, and treat existing aches and injuries.

DRIVERS EDUCATION

The Northwest Service Cooperative provides a driver's education program for area students. The program includes classroom training, a driver simulator and behind the wheel.

DIETITIANS

Two dietitians are contracted with the Northwest Service Cooperative; they work with several school districts in the region to help with a variety of different services. Working with districts on their review of food service operations, menu planning, nutritional analysis, managing USDA meal programs, budgeting and purchasing, training, grant writing, and much more.



FISCAL YEAR BUDGET 2023 SUMMARY

Revenue	General Fund	Comm. Service	Enterprise Funds	Grant Funds	MDH Nurse Grant	Total 2022 Budget
Dues/Participation Fees	275,676	48,000	236,250			559,926
Contracted Services	240,000		94,580			334,580
Insurance-Admin. Fees	450,632		450,632			901,264
Sales-Coop Purchasing	500					500
Federal/State Grants-Aids		861,536		2,021,973	\$313,188	3,196,697
Misc., Interest, Pharmaceuticals	162,500		900,000			1,062,500
Transfers In	346,732					346,732
Total Budgeted Revenue	\$1,476,040	\$909,536	\$1,681,462	\$2,021,973		\$6,402,199
Expenditures						
Payroll	1,002,088	634,515	251,830	1,528,503		3,416,936
MDH Contracted Services					\$313,188	313,188
Purchased Services	470,983	135,159	849,491	341,534		1,797,167
Supplies & Materials	28,850	93,950	5,850	15,200		143,850
Capital Expenditures	8,500	25,000	4,500	9,501		47,501
Other Expenditures (chg/bk)	148,245	21,160	393,232	127,235		393,382
Total Budgeted Expend.	\$1,362,176	\$909,784	\$1,504,903	\$2,021,973		\$6,112,024
Balance Revenue/<Exp.>	\$113,864	\$248	\$176,559	\$0	\$0	\$290,175

Note:

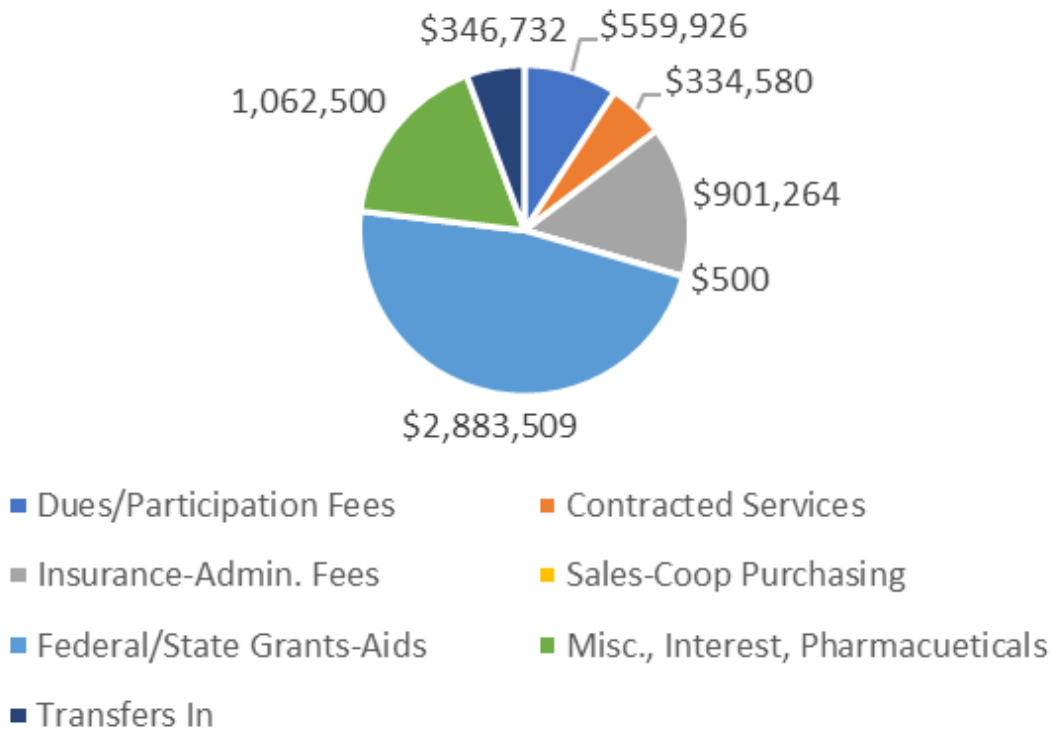
General Fund – includes all the general operating programs (i.e.– Board, Agency, Member Services, etc.) along with educational support programs such as Education Services, Technology Partner, and Coop. Purchasing.

Community Services – includes Adult Basic Ed. and Drivers Education Programs.

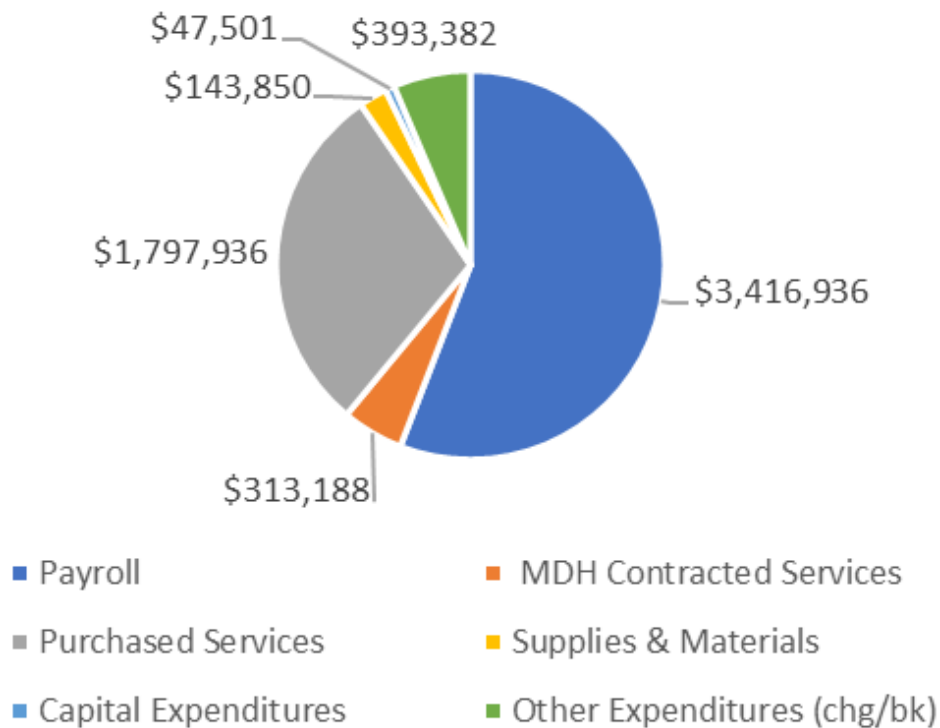
Enterprise Funds – includes the School and CCOGA Insurance Pools and the Health & Safety Program.

Agency/Grant Funds – Regional Center of Excellence Grant program. **Note:** The Adult Basic Ed Program under Community Service and the Agency/Grant Funds are based on either last year's funding (ABE) or preliminary grant funding requests for F.Y. 2020, and presented above as other Expenditures (chg/bk).

FY 2023 Revenue Budget Summary



FY 2023 Expenditures Budget Summary



SCHOOL & C/C/OGA MEMBERS

SCHOOL DISTRICT MEMBERS		ASSOCIATE MEMBERS
Ada-Borup-West	Laporte	Cass/LakeBena
Badger	Mahnomen	Circle of Life Academy
Bagley	Marshall County Central	Menahga
Bemidji	Nevis	Naytahwaush Charter
Blackduck	Norman County East	Trek North Jr & Sr High
Clearbrook-Gonvick	Park Rapids	Schoolcraft Learning Community
Climax-Shelly	Pine Point	Voyager's Expeditionary
Crookston	Red Lake County Central	Walker/Hackensack/Akeley
East Grand Forks	Red Lake Falls	Cathedral - Crookston
Fertile-Beltrami	Red Lake	Pine River Backus
Fisher	Roseau	Sacred Heart - EGF
Fosston	South Koochiching/Rainy River	St. Bernard's - TRF
Greenbush/Middle River	Stephen/Argyle Central	Red Lake
Goodridge	Thief River Falls	St. Michael's - Mahnomen
Grygla	Tri-County	St. Philip's School - Bemidji
Kelliher	Warren/Alvarado/Oslo	Region 1
Kittson Central	Win-E-Mac	
Lake of the Woods	Lancaster	

CITY MEMBERS	COUNTY MEMBERS	OTHER GOVERNMENTAL AGENCIES
City of Bemidji	Clearwater County - CP Only	Bi-County CAP
City of Blackduck	Kittson County - CP Only	East Polk County DAC
City of Cass Lake	Mahnomen County	Inter-County Comm. Council
City of Crookston	Norman County - CP Only	Red Lake Band of Chippewa - CP Only
City of Erskine	Pennington County	Red lake Watershed District
City of Fertile	Polk County	TRF Regional Airport Authority
City of Greenbush - CP Only	Roseau County	Tri-County Comm. Corrections
City of Karlstad	Lake of the Woods S&WCD	Tri-Valley Opportunity Council
City of Red Lake Falls	Marshall & Polk Rural Water System	White Earth Reservation - CP Only
City of Thief River Falls	Middle/Snake River Watershed Dist.	
NON-PROFIT MEMBERS	Northern Cass & Bemidji DAC	
Area Special Ed. Cooperative	NW Community Action - CP Only	
BRIC	NW Private Industry Council - CP Only	
NWRIC	Polk County DAC	

STAFF MEMBERS

Alice Hofstad	Media Services/Technology Training	763-453-0321
Mercedes Coan	Program Coordinator/Student Programs/CPC	218-689-6355
Brian Byklum	Health/Safety Coordinator	218-681-0900 x4
Ron Ruud	Health/Safety Assistant	218-689-2836
Bruce Jensen	Executive Director	218-681-0900 x1
Chris Wavra	Member Services/CCOGA/Wellness Coordinator	218-681-0900 x3
Dawn Kasprovicz	Admin/Program Assistant	218-681-0900 x7
Gina Drellack	Education Services	218-358-1211
Jaci Jorde	Business Manager	218-681-0900 x5
Jake Seuntjens	Ed Services Director	218-689-4879
Kirsten Fuglseth	Adult Education Program Director	218-681-0900 x9
Laurie Bruley	Health/Safety Technician	218-189-4174
Rob Blankenfeld	Insurance Director	218-681-0900 x2
Sadie Miller	Accounts Receivable/Payroll/Insurance/Student Programs	218-681-0900 x8
CENTER OF EXCELLENCE		
Adrienne Eickman	COE: School Advocate	218-689-1091
Carl Dugstad	COE: School Advocate	218-684-4432
Colleena Bibbeau	COE: School Advocate	218-689-1035
Jenna Leadbetter	COE: School Advocate	218-684-1114
Kari Ross	COE: Principal Leadership Specialist	218-689-0269
Marcella Melby	COE: School Advocate	218-686-7689
Meagan Bodeker	COE: School Climate Specialist	218-689-0201
Michelle Johnson	COE: School Advocate	218-416-2447
Rebecca Neal	Northern Sky RCE Director	218-686-9719
Toni Cox	Program Manager/Regional Center of Excellence	218-416-2416
NWSC CONSULTANTS		
Amanda Ryan	School Dietitian	218-930-0284
Anna Ogaard-Brekken	School Dietitian	
Karyn Lutz	School Dietitian	218-647-2222
Barb Schmitz	Management Assistant	218-465-4009
Dan Weir	Health and Benefit Consultant	800-864-3797
Hazel Ashbeck	Behavioral Health Consultant	507-591-6296
Jane Johnson	School Nurse	
Julia Dahlman	School Nurse	
Rachel Cox Raverty	Mental Health Consultant	507-831-6935 x1836

Thank you for reading the 2022-23 Annual Report!

