622 Employee News

School District 622
NORTH ST. PAUL | MAPLEWOOD | OAKDALE
Ready for tomorrow

A newsletter published for employees of District 622 September 1, 2018

Superintendent News & Notes

Christine Osorio

622 Colleagues,

Greetings!

I am pleased to welcome you back to the 18-19 school year!

As we begin the new school year, I want to thank you for taking time to get to know your students and welcome their individual voices and identities into our classrooms.

As our learners are transitioning back to school, I want to remind you of an amazing resource right here in our district. Our department of Student Services does a wonderful job of putting together a monthly newsletter with tips for developing a trauma sensitive environment for learners. Please check out current and past editions here.

This year we will be working to strengthen our efficiency in sending mass communication, particularly during emergency drills and events. With this, we need your help to ensure that your contact info is up to date in Skyward. Please see the instructions on page six to make sure that your cell phone information is current in our system.

Please be sure to check out the survey on the back page this month. We need your input as our calendar committee looks to set the calendar for ***next*** school year 2019-20.

Additionally, we are launching our new volunteer database this year. To request volunteers, check out the links in this month's Getting to Know column on page two. Kudos to our volunteer coordinators who are helping to coordinate this effort!

I wish you all a joyful holiday weekend and a wonderful start to the new school year. Let's hope the weather stays beautiful and temps stay cool as we welcome our students back into the routine of school.

Warm Regards,

Christine

Woodland Hills Lost & Found

There were a few items left behind at Woodland Hills following the Welcome event on Tuesday morning.

If one of these items belongs to you, claim it by contact Kelly Fischbach at kfischbach@isd622.org.

Getting to know...Volunteer Coordinators

For the first time ever, District 622 is rolling out a coordinated system for volunteers, where each site will have a designated part-time volunteer coordinator or designee tasked with streamlining the volunteer process, from recruiting to placing and retaining these important individuals.

This system is the result of the second strategy in our Strategic Plan, we will develop and enhance community partnerships that support our mission and align with our core values. We believe in this work and know that volunteers are part of the reason students in District 622 continue to learn and thrive in academics, athletics, and arts.

"I have had the opportunity to spend time with the volunteer coordinators this year as we have built this system. Their passion for bridging the gap between the school and community has been inspiring. Volunteer coordinators have a deep appreciation of the value of parent and community involvement," said Jennifer Griggs-Andress, partnerships specialist. "Although much of their work is behind the scenes, the positive impact their work has on the students and staff of our district is tremendous."

To request a volunteer, teachers should access the forms in the right column (gray box) and complete it based on their needs. From there, Amber Walters (DEC) will enter the info into the volunteer management system, Volgistics. This database will match needs with resources, creating an easy way for district staff to request volunteers and for individuals, businesses, service clubs and others to get involved. The volunteer coordinators will collaborate with building leadership and parent organizations to align volunteer efforts with school goals.

"My hope is to bring more positive adult role models into our students' school lives, whether the volunteers are family members or from the greater community," said Clara Rusch, volunteer coordinator at Carver. "Ideally, these volunteers fill a need for our teachers and staff as well." Most of the parent volunteer coordinators have children in the district, which drives their passion for this work.

While the elementary and middle schools, as well as district programs, have one designated coordinator, implementation may look a little different at the high school level. This information will be communicated as soon as it's available. Activities staff and parent organizations will use this system during the 18-19 school year. We plan to expand to include other high school staff for the 19-20 school year.

How the Volunteer System Works

School staff complete a Google (or paper) form to request volunteers.

There are two types of volunteer requests:

- for an ongoing assignment
- for a one-time event

Site liaisons recruit and communicate with volunteers.

Volunteers sign-in/out on an iPad at the reception desk.

Partnership specialist looks for new partners within the community.

All volunteers are recognized in the spring.

Monthly new volunteer orientations as well as networking and training opportunities will be available.

District 622
Volunteer Coordinators

For more information visit
www.isd622.org/volunteer

Note: Skyview Elementary position is TBD.
Email address is vc.skyviewelementary@isd622org

Amber Walter, DEC
awalter@isd622.org
651-748-7442

Tina Gschlecht, EAGLE POINT
vc.eaglepoint@isd622.org

Holly Forsberg, WEAVER
vc.weaver@isd622.org

April Johnson, MAPLEWOOD
vc.maplewood@isd622.org

Clara Rusch, CARVER
vc.carver@isd622.org

Nicole Bennis, SKYVIEW MS
vc.skyviewms@isd622.org

Missy Martinez, CASTLE
vc.castle@isd622.org

Diane Ericson, OAKDALE
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Jamie Joyce, WEBSTER
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Rita Bulger, HARMONY ABE
vc.HarmonyABE@isd622.org

Nicole Alvarez, COWERN
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Jenny Nyberg, RICHARDSON
vc.richardson@isd622.org

Kay Honsa, JOHN GLENN
vc.johnglenn@isd622.org

Chris Cook, BEAVER LAKE, GLADSTONE, DEC (COMM. ED), HARMONY K-12, NEXT STEP, AND DISTRICT WIDE
ccook2@isd622.org

Human Resources News

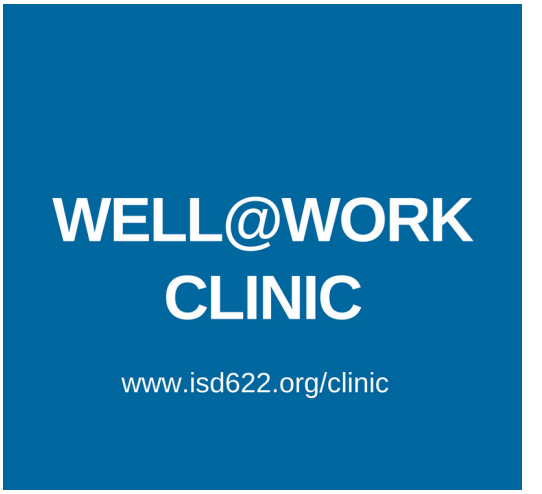
Well@Work School Year Hours, Bloodborne Pathogen Training, Flu Shots!

Well@Work Clinic

Effective September 4th, the Well@Work Clinic will begin school year hours:

M W, F	6:00 am to 2:00 pm
T, TH	10:00 am to 6:00 pm

To make an appointment, log into your HealthPartners account at www.healthpartners.com or contact HealthPartners Appointment line at 952-967-6857. More information about the Well@Work Clinic can be found at www.isd622.org/clinic.



Required Bloodborne Pathogen Training

Do you need to complete your annual Bloodborne Pathogen Training? Visit our website to find the positions that require training, the online training module and the on-line test. To complete the required training, you must achieve a passing score on the on-line test by November 30th. Please note in-person training is no longer required.

www.isd622.org/bloodbornepathogens

Get Your Annual Flu Shot

Mark your calendar to get your annual flu shot! Any employee of District 622 can get vaccinated at any of the clinics listed below.

Homeland Health administers the flu shots and accepts several insurances plans. They will bill your insurance company. A $35 cash payment will be accepted for those who do not have insurance.

Date	Time	Location
Tuesday, Sept 25	2:30 pm – 4:00 pm	Maplewood Middle
Thursday, Sept 27	9:30 am – 12:30 pm	Tartan High School
Thursday, Oct 4	7:00 am – 9:00 am	Skyview
Thursday, Oct 11	3:00 pm – 5:00 pm	District Ed Center

Note: Make getting your flu shot easy, wear short sleeves.

Shout Outs

- Shout out to Bob Dunham from Weaver. Your bright smile and funny stories brighten up our days! We are so happy to have you as the summer school receptionist for Weaver and Richardson. Keep on smiling!

- Shout out to Nicole DeRusha for running and supporting the summer school program for Eagle Point. She starts working on it in the spring and sees it through til the end. Thank you for supporting ALL of our kids ALL of the time!

- Shout out to North High engineers for working hard all summer long to make our building look wonderful!!!!

- Shout out to Meredith Larson, the Weaver summer school program coordinator for doing such a great job running the program.

- Shout out to Lynne Molitor and Kim Schaar for organizing a fantastic Open House for North High! The positive energy was felt throughout the entire building! Great Job Ladies!

- Huge shout out to North High's Fantastic and Irreplaceable IT guru - Susie Lee! Susie manages to get the largest school, with the most computers, ready in time for school - all while dealing with Summer School too!

- Shout out to Josh Anderson for coming to Tartan on Monday of Welcome Back Week to ensure our teachers had their Tech needs met and that the Schoology roll-out went as smoothly as possible.

- Shout out to Kecia Swinarski and Choua Vang in the HR Department for going the extra mile to get ready for their portion of the new teacher orientation.

- Shout out to Dave Andren at John Glenn! Dave is our engineer and has worked tirelessly and endlessly to ensure all of our classrooms are ready for school next week. He's worked long hours and weekends to make this happen. We're lucky to have him as part of our John Glenn family.

- Shout out to Julie Nelson for being a thorough and caring instructional coach!

- Shout out and thank you to Mike Boland and Randy Anderson for supporting Cowern through the window renovation.

- Shout out to Peter Mau for being a great listener and mentor.

- Shout out to Tad Hagen for supporting Cowern in various ways.

- Shout out to Pat Prokop, DEC Building Engineer, for assisting with the unpacking and delivery of over 165 boxes of elementary reading curriculum to the board room on August 27th. Thank you Pat for making our job easier during a very hectic day!!! You always so calm and flexible!!!!

Shout Outs continued

- Shout out to Luke Bockman and the elementary IT staff, Todd Stern, Josh Olson, Paul Goulet, Jason Tinney, and Rob Schmahl for having the 45 laptops and 45 iPads ready for elementary special teachers by August 27th, so they could use them during training on the new reading curriculum.. We know it's a busy time of your for your team, and we appreciate the energy and efforts to have this technology ready for teachers on the 27th!!!

- Shout out to Bryan Leier and Janet Doman for working to sync Skyward and Blackboard for communication purposes.

- Shout out to Damon Knudson for onboarding the new Alertus notification system.

- Shout out to Mari Drake for organizing and submitting our district's safety grant info.

- Shout out to Cathleen Hess for starting our new Alumni Facebook page.

- Shout out to Cheryl Lien at North for pushing our staff to always put our kids' need first and foremost!

- Thanks to the teachers at North and Tartan who lent their rooms for meetings and professional learning sessions on August 28th! Thanks also to the support -- some of it last minute -- given by Susie Lee and Chris Sloan at North and Nate Panek and Mike Gagliardi at Tartan!

- Shout out to our amazing Enrollment Center staff, Cindy Dunham, Donna Schaefer and Diane Slaikeu for all of their hard work during this very busy August; taking in over 800 enrollments.

Send your Shout Outs to mdrake@isd622.org by the 20th of the month. Anyone can submit a Shout Out!

Communications

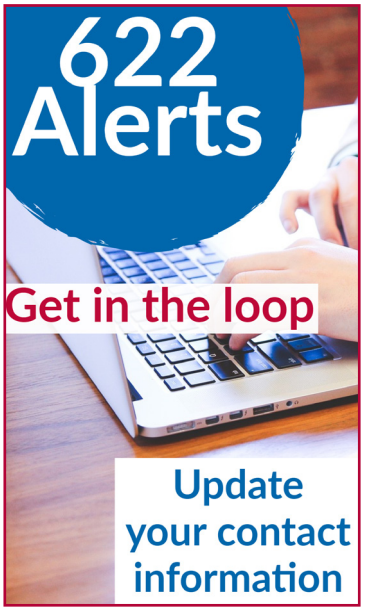
Did you get a text?

We are using a new system to gather employee phone numbers in order to send text alerts during weather events and other emergencies.

During our Woodland Hills event, a test text message was sent out from our Blackboard Mass Notification system. Some of you did not receive the text.

In order to receive the alerts, all 622 employees are being asked to log in to Skyward to check and/or update contact information.

Instructions were sent to all district staff in an email. You may also click this link for the instructions.



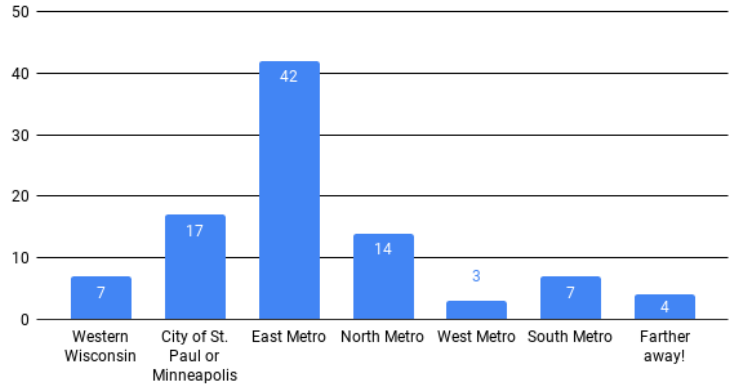
Scene around 622

UL: Cowern's Site Improvement team rocked their retreat! **ML:** Student Services staff support the Site Improvement retreat events. **MR:** SPED staff delve into the new curriculum materials. **LL:** North Alum Jack Stahlmann poses with staff following the Welcome event at Woodland Hills. **LR:** Staff enjoy the lunch provided by the School Board at Woodland Hills.

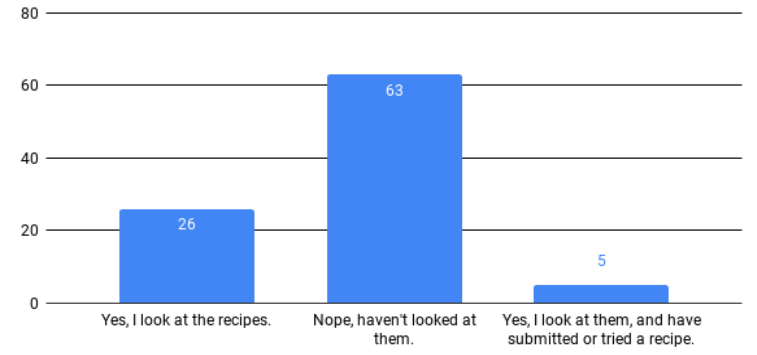
August Employee News Survey Results

N = 94 responses

1. In which part of the greater metropolitan area do you live?



2. Do you check out the recipes submitted by your 622 colleagues?



Check out the submitted recipes:

August - Crock Pot or Instant Pot

Submit your favorite Apple recipes this month by clicking on the link or follow the link on the survey.

(This web page is not directly available to the public)

And let us know if you have tried any of the recipes or have suggestions for recipes you'd like to share!

Email Mari Drake at mdrake@isd622.org

This Month's Survey

Click here to participate in the 622 Employee News survey. The survey is an easy to answer Google Form.

IMPORTANT NOTE ABOUT THE SEPTEMBER SURVEY

Question 1 asks employees for their input on the proposed 2019-2020 District 622 calendar.

There are three options to consider. An image of each calendar is viewable in the survey, by right-cicking on the item or via the PDF copy attached to the newsletter email.

The survey will close on September 9 to allow the committee to review the input at their meeting the following week.

Thanks for providing your feedback!

Back Issues

Employee newsletters are archived at:

www.isd622.org/622employeenews

This page is not directly available to the public.

622 Employee Recipes

Every month, 622 employees will submit their favorite recipes in a specific category.

Recipes are posted by category on a web page that is not directly available to the public. You may access them any time at

www.isd622.org/622employeerecipes

The 622 Employee News is produced and distributed by the District 622 Communications Office for school district employees. Stories may be submitted to the Communications Office in the District Education Center to be considered for publication. Deadlines are the 20th of the month for all content. Comments and questions may be directed to Mari Drake at mdrake@isd622.org.