



The “Tool Box” for Educational Facility Management Professionals

Upcoming MASMS Education Opportunities



- **MASMS Metro Chapter Meeting ~ November 10, 2015**
- **MASMS Northern Chapter Meeting ~ November 19, 2015**
- **MASMS Metro Chapter Meeting ~ December 8, 2015**
- **MASMS Southern Chapter Meeting ~ December 16, 2015**
- **MASMS Northern Chapter Meeting ~ December 17, 2015**
- **MASMS NW Chapter Meeting ~ December 23, 2015**

To Register for any of these meetings go to the MASMS website: www.masms.org and select "Member Login" (Top of the window). Enter your username (first initial and last name) and password "masms" (unless you changed it). Select "Meeting Registration" (left hand side of the window) and then select the meeting. Enter your name and school/organization and hit the send button.

MASMS State Meeting January 12th, 2016 being held in Rogers. Watch your email for more details.

MASMS Boot Camp ~ February 10th & 11th, 2016 being held in St. Cloud.

Please see additional information on page 4 of this newsletter.

MASBO Institute ~ February 24th & 25th, 2016 being held in Minneapolis. Watch your email for details.

CPS Class and Exam ~ March 15th & 16th, 2016 being held in Brainerd. Watch your email for details.

New MASMS Northwest Chapter!

The new MASMS NW Chapter met for the first time on Wednesday October 28th, 2015 at the Ralph Engelstad Arena, Thief River Falls. The turnout was wonderful—over 20 educational members attended from 16 different “very up north” school districts. Officers were elected and the next meeting is planned for December 23, 2015.

MASMS CHAPTER OFFICERS

INSIDE THIS ISSUE:

NW Chapter Officers:

President ~ Jason Hruby, Thief River Falls
VP ~ Kelly Klein, Warroad
Secretary ~ Cameron Holmes, Win-E-Mac
Vendor Rep ~ Marissa Bauer,
Safety 1st Playground

Metro Chapter Officers:

President ~ Laura Larsen, Stillwater
VP ~ Justin McCoy, Orono
Secretary ~ Chris Wirz, St. Francis
Director ~ Don Hanson, S. Washington Cty
Vendor Rep ~ Duff Dorschner, Apex Online

Northern Chapter Officers:

President ~ Doug Slininger, Ada-Borup
VP ~ Karl Flier, Pine River-Backus
Secretary ~ Mark Gruber, Pierz
Director ~ Joe Arthurs, Hibbing
Vendor Rep ~ Doug Severson,
Handyman's

Southern Chapter Officers:

President ~ Steve Anderson, Albert Lea
VP ~ Paul Clauson,
Kenyon-Wanamingo
Secretary ~ John Stenzel, Waseca
Director ~ Kevin Johnson, Red Wing
Vendor Rep ~ Pat Weir, IEA

Training	1
Chapter Officers	1
Boot Camp	2
Vendor Corner	3
Certification Program	3
Customer/Supplier Relationship	4
Health & Safety	5
HVAC Filters	6
Calendar	7

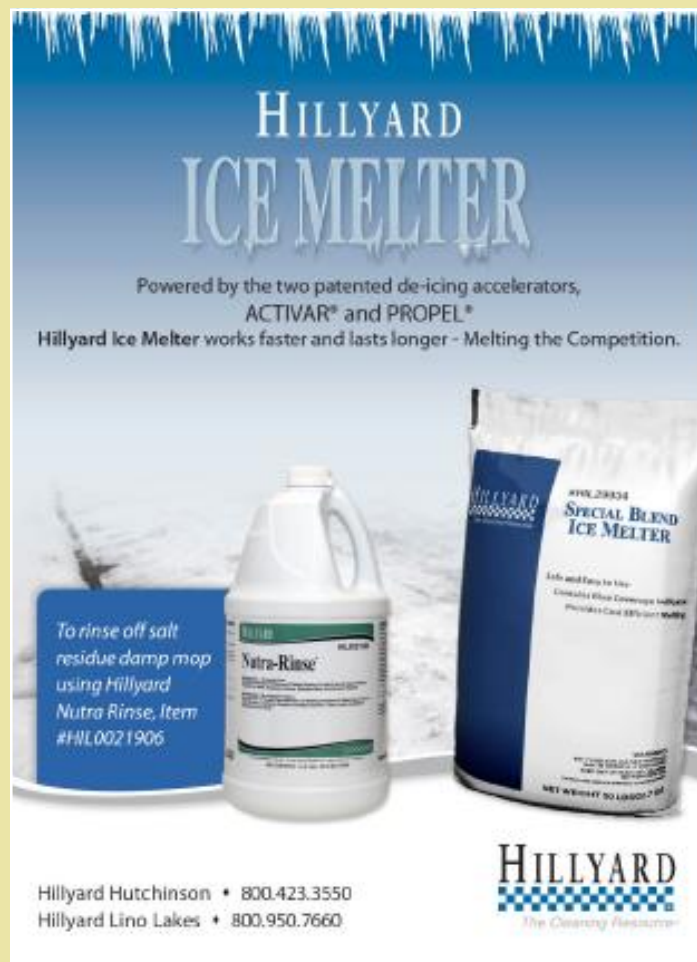


New MASMS Educational Members

Alan Gaylor, Red Wing Schools
 Bill Gerszewski, Fisher Schools
 Jerome Ziska, Roseau Schools
 Lowell Bjerke, Clearbook-Gonvick Schools
 Mark Hendrickson, Stephen/Argyle Central Schools
 Ron Heskin, East Grand Forks Schools
 Dennis Jacobson, Norman County East Schools
 Ron Koteba, Godridge Schools
 Jarod Magnusson, Badger Schools
 Joel Pearson, Norman County East Schools
 Peter Rairdon, Cass Lake-Bena Schools
 Robert Schummer, Laporte Schools
 Wayne Thomas, Grygla Schools
 Alan VanDerstad, Park Rapids Schools
 Len Vonasek, Sacred Heart Schools E. Grand Forks

New MASMS Business Members

Tyler Thomas, Grazzini Brothers & Co.
 Mike Tindall, Grazzini Brothers & Co.
 Steve Fachino, Integrated Fire & Safety



MASMS BOOT CAMP February 2016

Wednesday February 10th & Thursday February 11th, 2016 —8:00 AM to 4:00 PM

This is a two day course that covers the basics of school Facility management

SPACE IS LIMITED—The first 25 registrations will be accepted. *MASMS is covering the entire cost.*

The following topics will be covered: Best Practices—Training—Equipment Needs—Management Tools—Health & Safety
 Inspections/Checklist—Budgets—Staff Management

Who should attend?

This course is specifically designed for facility directors, buildings and grounds supervisors, and building maintenance. In general, professionals responsible for school facilities maintenance, operations, and construction.

Course Description

This course will provide practical experience and proven techniques to help improve skills in the facilities management field. We will describe today's best maintenance practices and show how other schools have developed high performance facility departments. This course is intended to improve management skills, help optimize maintenance department performance and productivity, increase leadership skills and prepare facilities department for the day to day challenges.

Instructors—This course is taught by seasoned experienced facility staff from public schools. Mike Boland (No St. Paul/Maplewood/Oakdale ISD #622), Scott Hogen (Mankato Schools), Laura Masley (Elk River Schools) & Chris Pint (Rosemount-Apple Valley-Eagan Schools) have over 75 years of combined experience!

Location: Holiday Inn, St. Cloud, MN

Cost: MASMS will cover the cost of this training. This includes cost of class, hotel room for Wednesday night (and Tuesday night if your drive is more than 1.5 hours away), and all meals. (Meals include: Wednesday lunch and dinner; Thursday breakfast & lunch; break for both days.)

SPACE IS LIMITED—THE FIRST 25 REGISTRATIONS WILL BE ACCEPTED!

To Register contact the MASMS office at ruth@masms.org

Vendor Corner

*Mike Remington, Inspec
MASMS Vendor Representative*



MASMS Chapter Meetings Great for Vendors

If you haven't been attending the MASMS Chapter meetings, you are missing out on some great opportunities to meet and network with many school districts throughout the State.

The Chapter meetings are well attended and provide a great environment to get to know more people and extend your network. Not only are there the Northern and Southern Chapter meetings, but as you have likely heard MASMS now has a Northwest Chapter too!

These Chapter meetings also provide great opportunities for vendors to do educational presentations for the school members. You can contact the Chapter presidents about doing presentations at the Chapter meetings. All of the Chapter meeting dates and other great information can be found on the MASMS web site at www.masms.org.

Have a Happy Thanksgiving!

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MASMS Facility Manager Certification Program—The process of achieving MASMS certification ensures that you are continually improving and refining your skills.

**129 MASMS Members are currently enrolled in the
MASMS Certification Program!**

Achieving MASMS Certification can improve overall performance, improves qualifications, and develops necessary new skills. Knowledge. Inspiration. Achievement.

Certification The MASMS Certification Program is offered by the Minnesota Educational Facility Management Professionals Association (MASMS). Certification is the preferred goal; however, individuals may take selected courses in the curriculum without obtaining certification.

The certification program is managed by the MASMS Educational Committee with support from the MASMS Executive Board and staff.

Purpose of the Program The purpose of the certification program is to develop a knowledge base for Building and Grounds/Facility leaders to provide safe and healthful educational facilities in Minnesota.

Benefits The process of achieving and maintaining certification helps ensure that you are continually improving and refining your skills. Certification can improve overall performance, develop competency, and widen market opportunities. Certification and education will enhance your credibility with your Administration, School Board and the Community.

Contact the MASMS office at ruth@masms.org to register in the MASMS Certification Program.

South Washington County Schools Serve Up Energy Savings to the District Submitted by Xcel Energy

Commercial kitchens are typically not the first thing that comes to mind when schools are looking for ways to cut energy costs, but at South Washington County School district, several schools upgraded to energy efficient kitchen equipment and the collective savings paid off.



Cooking for kids and saving money

School cafeteria ovens run twice a day, five days a week to cook breakfast and lunch for thousands of kids. With so much wear-and-tear, the combination or combi ovens and hot food holding cabinets were slowly deteriorating and needed to be replaced.

Nutrition Service Business Specialist Dorie Pavel consulted her Xcel Energy account representative who pointed out that more efficient ovens and cabinets would be eligible for rebates through the utility's Food Service Equipment program. Since the district's standard is to choose ENERGY STAR® rated appliances when replacing older models, many were eligible for rebates.

The rebates helped Pavel and her team save \$7,000 on three combination ovens and ten hot food holding cabinets, which essentially paid for two of the cabinets. They were able to put the money saved back into the district. Equally attractive was the payback: the new equipment will pay for itself in energy savings in about three years.



Where can you save in your kitchens?

There are a variety of energy efficiency equipment upgrades that can help you save energy in your schools. Xcel Energy offers other rebates for qualifying gas and electric food service components such as broilers, dishwashers, fryers, ovens, pasta cookers and even ventilation. Visit with your energy provider for more information!



GIVING YOU MORE SAVINGS NOW

GET YOUR REBATES BEFORE TIME RUNS OUT!

Don't miss out on your chance to save with energy efficiency rebates from CenterPoint Energy.

Applications for 2015 installations are due Dec. 31. For details on all available natural gas equipment rebates, visit CenterPointEnergy.com/MNEducation.

Or, contact Key Account Manager, Paul Albinson at 612-321-4323 (800-234-5800, ext. 4323), or PaulAlbinson@CenterPointEnergy.com.



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Health & Safety Section

The MASMS Health & Safety Committee supplies information for this section each month.

If you have a specific topic you would like to see covered, just let the MASMS office know (ruth@masms.org).

Looking for School Safety Plan Information?

If you are looking to develop, review or enhance your crisis plan for your district, now is the time to begin. Each district's Crisis/Emergency Action Plan should reflect the individual nuances of the district facilities and activities. Although a boilerplate program is a great resource to begin with, constant revision and review is required of a functioning plan.

Minnesota law

Minnesota statute requires all school districts and charter schools establish an emergency plan. The law requires plans be developed cooperatively with all appropriate school stakeholders. School emergency plans must include five school lock-down drills, five school fire drills and one tornado drill per school year.

A valuable resource, other than peer school districts, is the Homeland Security and Emergency Management (HSEM). Visit the following HSEM Safe Schools Center website for specific school safety resources:

<https://dps.mn.gov/divisions/hsem/mn-school-safety-center/Pages/default.aspx>

If you are looking for a boilerplate to begin creating plans within your school, the HSEM website and other school districts are valuable resources.

3 HSEM RESOURCES ~ Emergency Operations Planning Tools

1. Minnesota Comprehensive School Safety Guide

The Comprehensive School Safety Guide was developed by the Minnesota School Safety Center and is currently in its fourth edition. This guide is designed to help simplify school emergency planning and guide school administrators and district emergency planning teams through the emergency planning process.

2. Guide for Developing High-Quality School Emergency Operations Plans

On June 18, 2013, the White House released Guide for Developing High-Quality Emergency Operations Plans for Schools. This guide aligns and builds upon years of emergency planning work by the Federal government and is the first joint product of DHS, DOJ, ED and HHS on this critical topic. This guide was developed for schools and provides a process, plan format, and content guidance that are flexible enough for use by all school emergency planning teams.

3. FEMA School EOP Sample Plan Nov 2013

Looking for a contact within HSEM?

These HSEM positions initiate, develop, enhance, maintain and coordinate the programs of the School Safety Center by providing planning direction and interagency coordination through the development of guidance materials, research of best practices, analysis of data, and presentations to key school and emergency response audiences.

Randy W. Johnson ~ Director Minnesota School Safety Center ~ randy.johnson@state.mn.us ~ 651-201-7094

- All-Hazard Emergency Planning for Schools
- School Drills and Exercises
- Threat Assessments

Gina Wieler ~ School Resource Officer Training Coordinator ~ gina.wieler@state.mn.us ~ 651-201-7092

- Law Enforcement Liaison
- School Shooter/Intruder planning and response
- Bomb Threat planning and response

Mike Christianson ~ Safe School Assessment Coordinator ~ mike.christianson@state.mn.us ~ 651-201-7093

- School Facility Self-Assessments
- State Fire Marshal Liaison
- School Administrator Liaison

If you are a school member and are looking for a peer school as a resource for safety plans, please email Ruth at Ruth@Masms.org.

New Fire Code Requirements for Combustible Lockers

Submitted by: Forrest Williams, Supervisor, State Fire Marshal Division Minnesota Department of Public Safety

Changes to national fire code standards are common in order to keep pace with new building materials, techniques and trends. New requirements for the installation of combustible lockers will take effect with the adoption of the 2015 Minnesota State Fire Code (proposed for adoption late this fall or early winter).

Traditionally, the vast majority of lockers installed in school buildings were non-combustible (i.e. metal), while combustible lockers, typically made of wood, were installed only on rare occasions and usually in limited number. However, many manufacturers are now offering plastic lockers, and their popularity has increased steadily over the past several years.

From a fire safety perspective, large groups of plastic lockers introduce a unique hazard. As petroleum derivatives, plastics can burn with the same intensity as petroleum fuels. Thus, large quantities of readily combustible plastics may greatly increase the fire load of a given area, contribute to flashover (total-room fire involvement), and may even overwhelm the capabilities of a fire sprinkler system. Added to that, burning plastics produce large quantities of toxic gases. Lockers constructed with high density polyethylene or polypropylene are a primary concern, as these materials release considerable heat energy and produce pools of flammable liquid as they burn.

In response to these hazards, new fire code language will require combustible lockers to meet the same standards as interior wall and ceiling finishes, which means these lockers must comply with minimum flame-spread and smoke-development indexes, depending on where they're installed. Furthermore, plastic lockers composed of high density polyethylene or polypropylene are held to an even higher standard with regard to specific performance criteria when tested in accordance with a large-scale fire test — NFPA 286. It's important to note that these requirements will apply to both new and existing installations.

In conclusion, before installing combustible lockers in any building, we highly recommend contacting your assigned State Fire Marshal School Inspector to determine whether the proposed lockers comply with applicable interior finish requirements.



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MASMS CALENDAR

November 10, 2015, Metro Chapter Meeting
 November 19, 2015, Northern Chapter Meeting – Brainerd MN
 December 8, 2015, Metro Chapter Meeting
 December 16, 2015, Southern Chapter Meeting - Owatonna Cabelas
 December 17, 2015, Northern Chapter Meeting – Brainerd MN
 December 23, 2015, Northwest Chapter Meeting – Thief River Falls MN
 January 21, 2016, Northern Chapter Meeting – Brainerd MN
 February 9th, 2016, Metro Chapter Meeting
 February 17, 2016, Southern Chapter Meeting - Mankato SCSC
 February 18, 2016, Northern Chapter Meeting – Brainerd MN
 February 25, 2016, Northwest Chapter Meeting – Thief River Falls MN
 March 8, 2016, Metro Chapter Meeting
 March 17, 2016, Northern Chapter Meeting – Brainerd MN
 April 12, 2016, Metro Chapter Meeting
 April 13, 2016, Southern Chapter Meeting - Marshall SWSC
 April 21, 2016, Northern Chapter Meeting – Brainerd MN
 April 27, 2016, Northwest Chapter Meeting – Thief River Falls MN

MASMS OFFICE

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 To unsubscribe from this newsletter, please contact ruth@masms.org

PRESS RELEASE

University of Minnesota to Host International ASC Conference in April 2018

The International Associated Schools of Construction has selected Region 4 to host the 2018 International Conference. The International Conference is where the Construction Program Administrators and students gather together to provide a venue for the latest in construction-related research, presentations from graduate students, and competition amongst the students and colleges. Region 4 encompasses the Midwest Region of the United States

Please visit www.ascweb.org to learn more about this organization. Region 4 has nine participating colleges in the region that make up **Construct*ium**, a collegiate/industry collaboration platform hosted by Minnesota Construction Association www.mnconstruction.org, that was selected to host the conference. Peter Hilger – University of Minnesota -AIA, the Co-Facility Director, Curriculum and Internship Advisor, FM Program Coordinator of the Construction and Facility Management Program will coordinate the conference along with John Killingsworth- PHD, College of Science, Technology, Engineering, and Mathematics from the University of Wisconsin, Stout. Peter can be reached at aphilger@umn.edu and John can be reached at killingsworthj@uwstout.edu for information regarding sponsorship, involvement, or attendance at the conference.