



The “Tool Box” for Educational Facility Management Professionals

2014 MASMS Conference & Trade Show

The Conference & Education Committees have selected an outstanding educational line up for this years MASMS Conference.

The sessions selected are a great mixture that will benefit all building and grounds staff—Building and Ground Directors, Health & Safety Officers, Custodial Staff, Maintenance Staff & Grounds Staff.

We invite you to attend and ask that you consider registering some of your staff!

EDUCATIONAL SESSIONS:

Basic Refrigeration

B3 Benchmark Website Changes

All About Synthetic Turf

Lighting Efficiency

Window Retrofit Technologies

Utility Tunnels: Defusing a Ticking Time Bomb

Code & Legal Considerations in Construction & Restoration

Learning Lab—Excel Basics

Front & Center—Tips for Speaking & Successful Presentations

Finance 101—How do you make everyone happy?

Easier Steps to a Cleaner Building

Top Ten List—with a safety twist!

Annual Blue Grass—A growing problem in athletic fields.

Natural Gas Market Fundamentals

Repair Options for Sidewalk Trip Hazards

Learning Lab—PowerPoint Basics

Pavement Preservation Methods & Materials

Retrieving Facility Documents with Tablets and Smart Phones

Every School Building—New or Like New

Benchmarking: Step One to Drive Energy Savings

Safe School Assessment

Drain Cleaning 101

Proper Pruning of Trees

Learning Lab—Word and Basic Letter Writing

Idea Exchange—Ethics Issues

Leading in Partnership

Contingency Planning for Catastrophic Events

Playground Safety, Compliance & Maintenance

Boiler Optimization (Roundtable)

PERA Information (Roundtable)

Recycling & Organic Programs

Synthetic Turf—Design and Construction Basic

Hardware and Codes

Leadership—Staff Achieve Potential

Hands on Filters (Roundtable)

Passive Fall Protection for Your Roofs, Safe Roofs

How sheltered are we? (Roundtable)

Field Safety: Sports Fields

Guaranteed Energy Savings Program

ADA Compliance

WEDNESDAY OCTOBER 1st, 2014

Dollars for Scholars Golf Event, Sauk Rapids, MN

THURSDAY OCTOBER 2nd, 2014

FRIDAY OCTOBER 3rd, 2014

Education—Trade Show—Banquet—Entertainment - Networking
St. Cloud Holiday Inn, St. Cloud MN

Register now!

If you have not received the registration packet please contact the MASMS office at 1-320-685-4585 or email at ruth@masms.org
Or visit the MASMS website www.masms.org

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MASMS OFFICE

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

WELCOME NEW MEMBERS

Educational Members

John Frischmann, SCSU
Brent Henry, Lakeville Schools
Tim Swedin, Lakeville Schools
Jim Novak, Holdingford Schools
Scott Kaminski, Janesville
Waldorf Pemberton Schools

Business Members

Aaron Stegemann, Polaris Industries
Tim Tobin, Seating & Athletic
Facility Enterprises, Inc.
Chris Kessler, Undergman Construction
Company and Restoration
Johathan Loose, Wold Architects & Engineers
Scott Clemente, ServPro of Minnetonka
Dangdo Gayle, DLR Group
Tony Hill, J & J Flooring Group
Tom Foehrenbacher, American Time
Pat Duffy, Haldeman-Homme Inc/Anderson Ladd
Ed Kodet, Kodet Architectural Group Ltd
Joel Cleveland, Climate Makers Inc.

OPTIMIZING OUR EDUCATIONAL RESOURCES



2014 MASMS Conference Highlights

38 exceptional educational sessions
3 Learning Labs to select from—
hands on training for Excel Basics,
PowerPoint Basics & Word and
Basic Letter Writing (If you select
one of these options, you need to
bring your own laptop)

Dynamic Keynote Speaker

Jay Gubrud "Speed Traps, Potholes & Idiots"

Friday Morning Idea Exchange

Ethics Issues

Two evening events, all focused on unparalleled
industry networking. Countless opportunities to
network, reconnect with old friends,
and make new ones!



July 2014 MASMS Boot Camp

28 MASMS
Members
Completed MASMS
Booth Camp

A TOOL FOR YOUR TOOL BOX

Health & Safety Program Tasks by Month

The MASMS Health and Safety Committee members have generated a document identifying school district health and safety program tasks by month. The purpose of this document is to provide school facility professionals with a **quick-glance document to aid in planning the recommended and required H&S program tasks by month**. Each month has a number of bulleted program items with highlighted tasks having specific program date requirements. Many of the bulleted items are recommended to occur in the month listed based on the experience of the MASMS school members involved.

This document is a coordinated effort between the Health and Safety Committee members as well as the Education Committee. Our goal is that this "at a glance" document becomes a valuable Tool in your Toolbox to support your district's health and safety program. **You may find this document at www.masms.org - select "Resources"; Health and Safety Committee.**



MASMS Strategic Planning Meeting

Every three years MASMS conducts an association strategic planning session. This year it was held on July 17th. The MASMS Executive Board, Directors and Committee Chairs attended.

The full MASMS Strategic plan may be viewed at www.masms.org. Here is the vision, mission and beliefs that are part of the strategic plan:

Vision:

To be the "toolbox" for educational facility management.

Mission:

To serve as "the" professional organization committed to excellence in the operational management of educational facilities.

Beliefs:

- Provide opportunities for professional growth and continuing education to all members in the area of facility management.
- Embrace technology as a tool for communication, networking, and professional development.
- Provide opportunities for all work force members to learn from past experiences.
- Provide learning opportunities to advance life-long skills for Building and Grounds professionals to become a valued resource within their organizations.
- Encourage discussion and the potential influence of options for short and long term planning for their schools and community.
- Provide and support the link between facilities management and student learning.
- Increase membership and attendance at local, regional, and statewide meetings and events.
- Seek strategies that promote and connect the organization with other state and national organizations.
- Recognize members locally, regionally and statewide.
- Take an active role in the development and analysis of legislative platforms that represent the organization and its members.
- Recognize the importance of fostering relationships with legislators regarding legislation.
- Serve as a conduit for members to support one another, and to share ideas, practices, and innovative initiatives.
- Promote ethical operation and management practices of educational facilities.
- Maintain current, relevant practices, and educational programs as an organization priority.

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A TOOL FOR YOUR TOOL BOX

JOB DESCRIPTIONS

Are you looking for job descriptions?

MASMS has a large library of job descriptions for your use!

Go to www.masms.org

Select: Resources

Select: Job Descriptions

Protect Yourself From Mosquito Bites!

Mosquito bites can cause discomfort, but they are more than just a nuisance. Vector (disease-spreading) mosquito species can cause infections such as West Nile virus with potentially severe complications such as encephalitis and meningitis. While an effective management program will not completely eliminate mosquitoes, it can reduce population levels and the risk of mosquito-borne diseases.

Identification

All mosquitoes undergo complete metamorphosis from egg, larva, pupa to adult. Most mosquito species are not strong fliers and are active at dawn, dusk or evening. Only females feed on blood drawn from humans and other vertebrates, needed for egg development, while males normally feed on plant juices. Larvae, called wigglers, and pupae, or tumblers, are often visible near the surface of standing water, although they may dive deeper when disturbed.



Mosquito IPM for Schools

Generally, the best way to control mosquito populations is to identify and remove sources of standing water before mosquito breeding season. Some examples of key habitats for egg laying and larval development include tree holes, buckets, tires, tarps, unused swimming pools, storm drains and clogged gutters.

Eliminate the source:

- Turn over water-holding tools, such as wheelbarrows when not in use.
- Eliminate stagnate water in birdbaths, ornamental pools or other outside areas.
- Cover dumpsters, trash and recycling bins to prevent water accumulation.
- Remove old tires or drill holes in them to drain water.
- Cut back or remove dense brush and other vegetation from around buildings.




Avoidance tactics:




- Make sure window and door screens are in good repair.
- Avoid wearing dark colors. Some mosquitoes are attracted to dark greens, browns and black.
- Avoid places with high mosquito density and being outside during peak mosquito activity.
- For outdoor events occurring during peak activity, encourage students and staff to wear long pants and long sleeved shirts.


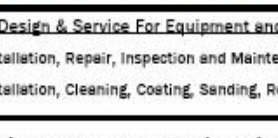

If these measures are not adequate to keep mosquito problems at acceptable levels, you may need to contact your local mosquito control authority to address breeding habitat in adjacent areas out of your control. Chemical pesticide treatments are best used in conjunction with expert advice to ensure optimum results and legal compliance. Repellants are also considered pesticides, and should generally not be applied to students by school staff.

To learn more about IPM management for mosquitoes, visit eXtension's [School IPM Action Plan for Mosquitoes](#).

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JOB OPPORTUNITIES

Go to www.masms.org, sign in and select "Job Postings"

The MASMS Memo Board

MASMS EXECUTIVE BOARD

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School Indoor Air Quality (IAQ) Coordinator Training

To qualify for health and safety revenue, a school board must adopt a health and safety policy. The policy must include provisions for implementing a health and safety program that complies with health, safety, and environmental regulations and best practices, including indoor air quality (IAQ) management. One best practice is that public schools have an IAQ Coordinator. This training will discuss the state's best practices for school IAQ management.

Although charter and non-public schools do not qualify to receive health and safety revenue, both entities are encouraged to have an IAQ Coordinator and follow the state's best practices for IAQ management.

There is no cost for this training (lunch is NOT provided).

What:

The Minnesota Departments of Health (MDH) is holding four school indoor air quality and environmental health training this October. This training will prepare school officials to assess their buildings and policies, and implement plans to address identified issues. After completion of the training, attendees will receive a certificate.

Who:

- School officials, service providers, health professionals, and others that want to learn more about school environmental health laws, guidance and resources
- Public school districts that need an IAQ Coordinator (expect to lose their current person or want a second person trained)

Individuals that attended a previous IAQ training meet best practices; there is no 'refresher training' expectation. Previous attendees, however, may want to attend again as the curriculum has changed over the years.

Where and When:

St. Cloud: October 7, 2014

10:00 am – 2:00 pm

Minnesota Department of Health

Midtown Square

3333 West Division Street, Suite 212

St. Cloud, MN 56301-4557

For directions see:

www.health.state.mn.us/about/stcloud.html

Bemidji: October 8, 2014

10:00 am – 2:00 pm

Minnesota Department of Health

Bemidji Field Office

705 5th Street NW, Suite A

Bemidji, MN 56601

For directions see:

www.health.state.mn.us/about/bemidji.html

St. Paul: October 14, 2014

8:30 am – 12:00 pm

Minnesota Department of Education

Room CC17

1500 Highway 36 West

Roseville, MN 55113

For directions see:

education.state.mn.us/MDE/Welcome/Direc/

North Mankato: October 21, 2014

10:00 am – 2:00 pm

South Central Service Cooperative

2075 Lookout Drive

North Mankato, MN 56003

For directions see:

mnscsc.org/Contact/Directions.aspx#scsc2

Registration:

To register please complete the enclosed registration form and mail or fax to:

Minnesota Department of Health

Indoor Air Unit

PO Box 64975

St. Paul, MN 55164-0975

Fax: 651-201-4606

Questions can be directed to Tina Leland at tina.leland@state.mn.us



Minnesota Department of
Education