



North Hennepin
Community College

A member of Minnesota State

Engaging students, changing lives

August 3, 2020
4:20 p.m.

Dear Colleagues:

These are ever-changing times. We know there are a number of hurdles to overcome; collectively we will accomplish the Chancellor's directive and guidance by focusing our efforts on these two priorities:

- **To safeguard the health, safety, and welfare of our faculty, staff, and students**
- **To enable students to progress toward their educational goal**

On July 30, Governor Walz signed [Executive Order 20-82](#), which outlines a plan for Minnesota K-12 schools during the COVID-19 pandemic. In announcing this plan, the Governor reiterated the safety and well-being of all Minnesotans is his top priority. We understand these plans will directly impact our workforce. I want to remind you we are all in this together, and the entire North Hennepin Community College leadership team is here to support you, regardless of your situation.

We want you to succeed, at work and at home. As the school year approaches, please have a conversation with your supervisor about how the announcement impacts you. Even if you do not have school-aged children, you may wish to discuss how your team is working together and any of your COVID-19 related needs. We value the work you do and are committed to supporting you.

We have policies and resources to help employees in situations related to COVID-19. They include:

- The option to telework, even with your children present, as long as you can perform your job duties
- Flexing your hours
- Reducing your hours with [Salary Savings Leave](#) without losing insurance eligibility
- [Paid COVID-19 Leave](#) or [Extended FMLA](#) for health, care, and school closure needs related to COVID-19
- A new [Employee Assistance Program](#) that offers free visits with counselors and life coaches that help you and your family navigate through these challenging times

Your supervisor can help you explore options. We know the value you bring to our college, which is why we are committed to working with you to find a suitable arrangement.

If you are looking for child care or school-age care information, here are some good resources:

- Child Care Aware referral line at 1-888-291-9811 lists available licensed child care providers.
- [MN.gov/childcare](#) contains a map of available providers and those willing to support distance learning.
- [Parent Aware](#) has tools and information to find the best quality child care and early education for your child. Search more than 12,000 programs by quality rating, location, schedule, ages served, and more on the website. The website is presented in four different languages.

- Community Education and other school-based care programs promote learning and social development through after school and school-age programming for students. Contact your local school district office for more information.

Perhaps some of the most important lessons COVID-19 can teach us are the importance of empathy, communication, and resilience. If we focus on these traits, we will discover new ways of working together that will make us a stronger, more unified team.

Thank you for your patience and flexibility as we navigate this together and for your commitment to our important work.

Better Together,

A handwritten signature in blue ink that reads "Stephen E. Kent". The signature is written in a cursive style with a large initial 'S'.

Stephen E. Kent
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