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**PREIDENT’S MESSAGE**

Kathy Davis-Phillips
Director of Business & Auxiliary Services, DeForest
WASBO President

By the time this newsletter is released, the majority of us have already been living through a few weeks of the Coronavirus pandemic. I believe that many of us have experienced a variety of emotions during this time. Leading up to the widespread closures many of us were constantly checking the news, hoarding toilet paper, revisiting closure protocols, figuring out how to function remotely, and worrying about continuing to educate kids. The amount of stress that can come from a period of uncertainty can take its toll on all of us. It can be exhausting.

After the days and weeks of preparing we then had to adjust to our new norm. We had to social distance ourselves from our peers, friends, and anyone who didn’t live in our own home. Many of us have probably been working from home. Maybe we’ve realized that the allure of a work from home job… isn’t that alluring after all. We’ve remotely tried to connect with our colleagues and friends, but realized quickly that a virtual meeting is missing the elements that can only be found during an in person meeting. Some of us may have struggled to hear each other, tried to be attentive and on task, and tried to remember to unmute our mics before we started talking. There were also those of us who may have been sick, or had a loved one become ill. For those who may have experienced this, the stress of the job was probably quickly replaced with the stress and fear for yourself or loved one’s health and safety. My heartfelt sympathies to any of you who may have been ill or have had a loved one’s health impacted by Covid-19.

With all the bad that has come with this pandemic, I encourage you to try to see the good as well. For myself, I have gained a newfound level of appreciation and respect for my colleagues in DeForest. I am in awe by the collective efforts of the DASD staff and community partners to ensure that our kids were taken care of. Prior to the Coronavirus becoming a pandemic, our curriculum instruction department and technology department were already working towards preparing the staff to teach virtually. The staff, without hesitation, began working after school to complete virtual learning professional development. Our technology department worked around the clock to find out which families needed devices and internet connections. They also quickly organized a device pick up day where 185 devices were handed out to families. One of our local community groups, Blessings in a Backpack, also provided a weekend’s worth of groceries to families picking up devices.

When we reached the stage of closure I witnessed another stage of hard work and dedication to our community’s children and families. Our food service program quickly put together lunch and breakfast meal deliveries. With the help of our bus company we were able to provide meals during the week in locations throughout the community. The delivery service continues to make it possible for families without transportation to still receive meals. On Fridays, this meal delivery service also included a bag of groceries for the weekend courtesy of Blessings in a Backpack. We also used our buses to help deliver technology to those who were not able to pick it up in person.

For many of our staff that weren’t directly involved in virtual teaching, they used the time to work on a variety of professional development opportunities. How often have we found ourselves wishing for more time to train, educate, and learn? This in itself is a gift.

We have also continued to function as an organization, proving just how resilient we can be. Principals are still reconnecting in person and working with their staff on PLCs, professional learning opportunities. How often have we found ourselves wishing for more time to train, educate, and learn? This in itself is a gift.

I know for many of us that COVID-19 has caused an enormous amount of change in our lives. My hope for the WASBO membership is that we are able to use this time of change to build resilience. We will be stronger because of it. Take care of yourselves and each other and stay healthy!

At home, I am sure many of us are finding that we finally have time! Time with children, time with our significant other, and time with our pets. This is our opportunity to reconnect with our families. Hopefully, many of us are finding joy in things we probably haven’t done in years. Old board games have resurfaced, ignored treadmills plugged back in, household projects completed, and outdoor walks that reconnect us with the beauty around us. In some way, I think many of us probably needed this time, this moment of reconnecting.

Newfound appreciations

Staff from the DeForest Area School District — including WASBO President Kathy Davis-Phillips on the top right — recently collaborated with its bus company and community group “Blessings in a Backpack” delivered meals (lunch and breakfast) throughout the district.
As you click your way through this issue of Taking Care of Business, pause for a while on the remarkable photos in the "Voices from the Field" section. You’ll see photos of your colleagues doing amazing things in the middle of a pandemic, which demonstrate compassion, humanity, and goodwill.

I was moved by the smiles, energy and optimism which these photos capture so well. We can be proud of how our school districts have rallied to support students and families during this crisis.

At WASBO, we are attempting to support you with the information you need to lead. In this issue, you’ll find our first budget advisory letter concerning funding for the 2020-21 school year.

Also, make sure to review the article on pages 16-17 for guidance on the CARES Act and payments to contractors. This legal analysis was provided to WASBO and the School Administrators Alliance by Michael Julka, of the law firm of Boardman & Clark LLP.

Of course, there are so many open issues. Will school reopen this spring? What will summer school look like? How and when will CARES Act funds be distributed? Will the state budget maintain the promised increase in K-12 funding next year? There are many more questions of similar importance that are yet to be decided. We will continue to provide updates and analysis as soon as we possibly can.

Finally, the WASBO regionals are zooming along with virtual meetings, and I urge you to participate. Events that matter greatly to you and your school district are happening fast, and your regional information swaps are a useful way to stay in the loop.

Thank you for all you are doing. I look forward to the next time we can safely meet together again in person.

Until then, stay safe and stay home.

Serving our communities

Mike Barry
WASBO Executive Director
SAAS Advisory Letter on District Budget Planning

By School Administrators Alliance Executive Leadership

Wisconsin school district leaders should be alert for possible budgetary difficulties stemming from the COVID-19 public health crisis and economic slowdown. Until just recently, what appeared to be a stable and predictable budget building environment for 2020-21 is suddenly neither stable nor predictable.

Rapid deceleration of the state economy is expected to create a sharp downturn in state revenues for the fourth quarter of 2019-20, a trend which almost certainly will continue for the first two quarters of 2020-21 and perhaps well beyond. At the same time, demands on state resources are increasing substantially for all aspects of the state’s COVID19 response. Already, all eyes are on the Legislative Fiscal Bureau’s next economic forecast due in mid-May.

Until a state financial picture begins to emerge, district budget planners should exercise awareness, caution, and caution concerning development of their 2020-21 budgets. Many others may be underestimating this year and could create a needed financial buffer for 2020-21. Building up the General Fund balance in 2019-20 for availability in 2020-21 seems a sound strategy.

For many districts, the 2020 summer school pupil count is a critical factor in determining the 2020-21 revenue limit and subsequent year equalization aid. If restrictions related to COVID19 impact summer school 2020, districts should be prepared to account for this in their 2020-21 budget planning.

The impact of COVID19 on the short-term cash flow borrowing market for summer and fall 2020 is unknown at this point. Demand may increase nationally if states delay payments to local governments. School districts which depend on an annual cash flow borrowing should monitor this market closely and be prepared to start the process earlier than usual.

For 2020-21:

- Major K-12 financial elements in the second year of the state biennium include an increase of $179 per member in the revenue limit formula and an increase in special education categorical aid from a 26% reimbursement rate to 30%. However, these elements were predicated on an assumed level of state revenue which may not be achievable. It is at least a possibility that a ‘budget repair bill’ at the state level could reduce these major budget elements.

School district budget planners should be prepared to model several revenue limit scenarios, including these three:

- **Best Case**: $179 added to your revenue limit per member and 30% reimbursement rate on qualifying special education expenditures (the current plan for 2020-21).
- **No Revenue Limit Increase Case**: $80 added to your revenue limit per member and 30% reimbursement rate on qualifying special education expenditures. (You may also want to model this with a 26% reimbursement rate on qualifying special education expenditures (i.e., no special education categorical aid increase).
- **Worst Case**: ($50) decrease in your revenue limit per member and 26% (no increase) reimbursement rate on qualifying special education expenditures.

As you can see, a wide range of outcomes is reasonable for contingency planning at this point.

Also for 2020-21, potential new ‘catch-up’ expenditures may be incurred to support student learning. For example, extended school year (ESY), additional staff contract days, and higher operational costs associated with a longer school year. Budget planners should at least be aware of these possibilities.

Patience will be required in budget development, and with it, caution regarding locking in firm commitments on salary increases, benefit plans and even staffing levels until more is known about the state’s capacity to fund public education.

It is certainly possible that a climate of financial uncertainty might extend into the summer or fall.

Finally, we are incredibly proud of the responsiveness and public spirit demonstrated by school district staff across Wisconsin during this public health crisis. Please know that we will advocate to the fullest to protect our public school students and staff.

If you have any questions, please do not hesitate to contact us.
School Board communication: Figuring out when less is more

It is imperative that using the “less is more” philosophy rests on a strong foundation of trust and communication that has been already built.

I have seen those questions go down rabbit holes that could have been avoided. To avoid the rabbit hole, front-loading information, especially in written form, develops understanding, narrows the focus, and supports the recommendation that is being made. Merrill uses Topic Summary Sheets to educate board, staff, and community members about items on its agendas. When the Topic Summary Sheets are done well, it is a huge asset to the meeting and it builds the credibility of the author(s).

The concept of “less is more” is fundamentally based on limiting the flow of information, knowledge, or background information. My observations and experiences suggest that people talk to other people they trust. That being said, you can often count on someone at the board meeting either in the audience on the board, even on the administrative team to introduce some type of information or question because the right information was not included up front. As a result, you may quickly find the conversation going into the “rabbit hole” situation described earlier.

The last area I will caution is the type of topic that “less is more” may or may not apply to. I have seen immense struggle with the “less is more” philosophy when it is involving items that are either suiculally related to individuals or employee groups, as well as when the topic has a negative effect on the student or family educational experience. These situations often warrant extensive information to be shared so that board members are not put in a surprise position when they receive phone calls about a bi-product of a decision that was not thoroughly explained.

At this point, you are probably convinced that I do not ever believe in the philosophy of “less is more,” but I actually do. I have seen it work well in some of the following circumstances:

• Board and leadership have a high level of trust.
• Board meetings are run with precision and everyone in the meeting can professionally handle flexibility when needed.
• The topic of consideration is appropriate, meaning that the topic in question does not have the potential to significantly alter an individual or group’s experience with the organization.
• The topic has significant support at the board, staff, and community levels.
• The topic coincides with the already widely accepted culture of the organization.

While the above list is not intended to be exhaustive, I think it covers a lot of situations. I have seen board members appreciate this philosophy when they feel well informed and are able to answer questions from community members, staff members, or parents.

It can save a lot of time at board meetings, especially if you use a committee structure, and it can help prevent a board from going off on irrelevant tangents.

The final thing worth mentioning is regarding the regular communication practices of the organization. It is imperative that using the “less is more” philosophy rests on a strong foundation of trust and communication that has already been built.

I personally approach the concept very carefully and at this point, often rely on thorough Topic Summary Sheets to communicate my ideas, their parameters, and the bi-products of any decision made on the matter.

I believe it educates other administrators whose expertise is not in the area of my topic, it helps the board understand that these topics often have many angles from which to view them, and it covers me professionally because it is documented in a Topic Summary Sheet.

Thank you for reading and if you have questions or comments, you can reach me by email (edward.then@mapscdou.org).

Eddie Then
Director of Human Resources, Merrill Area Public Schools
WASBO Director

born and raised in Wisconsin, I think it is safe to say that many of Wisconsin’s government entities, school boards in particular, are large supporters of local control. Regardless of whether or not you agree with that statement or philosophy, I think many could agree on the fact that a result of having a large amount of local control is the need to provide school board members with clear, concise information. We know that there is plenty of research suggesting that there is a correlation between the overall performance of a school district and the functionality that the board has attained.

I started as an administrator about five years ago, and since then I have heard the saying “less is more” too many times. That phrase always seems to find its way into the conversation when something complex, politically unpopular, and/or critically important to find its way into the conversation many times. That phrase always seems to find its way into the conversation going into the “rabbit hole.”

When something complex, politically unpopular, and/or critically important to find its way into the conversation many times. That phrase always seems to find its way into the conversation going into the “rabbit hole.”
Employee Benefits: Renewal or change during a pandemic?

Employee health insurance is the second single largest expense for most school districts after wages. As such, it is extremely important to get a good renewal rate. If your district does not, this often means looking at plan changes. Changes can take many forms including looking at different carriers and through a plethora of benefit options.

This already complicated issue has been further exacerbated this spring with the onset of COVID-19 and the mandated school closures. Many districts will remain in a holding pattern, especially if they are receiving a favorable renewal from their current carrier. However, for some of us, a holding pattern and accepting the renewal of our current carrier may not be in the best interest of our employees or the district. In this scenario, what are we facing? My team reached out to benefit consultants and sat in on webinars to address this issue for our district.

In a “normal” year, districts’ approach to this question based on factors such as claim history, employee demographics, rate increase tolerance, and benefit change tolerance of employees. That does not change in the uncertain times we are currently facing. What has changed is the claim levels. Claims for elective/non-emergency procedures have all but stopped for the foreseeable future. So too have many elective services such as physical therapy, occupational therapy, speech, chiropractic, vision, dental, and the list goes on. Another change is that most office and urgent care visits are being done through some form of “tele-health,” which is dramatically reducing the costs of these claims. With all these current services being reduced or eliminated, we are already seeing 3%-4% credits on our current plans.

Planning for the claims associated with COVID-19 are difficult at best and impossible at worst at this time. There simply isn’t enough data yet. Based on the history of other countries, averaging demographics and projecting costs based on similar services required for other health conditions such as pneumonia analysts are starting to project costs, at least in the short-term.

We know the current costs for testing and diagnosis and have begun seeing in the future.

Mental health will likely impact the health plan through increase in depression, anxiety, and perhaps PTSD. Encouraging members to use EAP services or other low or no cost sources for mental wellbeing support currently may help reduce this in the future.

Employee non-adherence to care plans and prescriptions for existing chronic conditions leading to gaps in care. In the long-term, chronic conditions may become more severe if members do not adhere to care plans and prescription utilization.

So, where does this leave us in making decisions for our employees and districts offering continued health coverage? In the short term, many of us will see decreases in claims and therefore should see favorable renewal rates from other carriers. The financial benefit of these better rates from other carriers will need to be weighed against the turmoil of changing carriers or plan options during an already unprecedented time of uncertainty.
I

in early March, we were business as usual. School was in session and the business office was getting ready for the next school year by sharing the preliminary budget and getting renewals ready.

Everything changed on March 13, when Governor Evers closed all of the schools in Wisconsin. The business office is an essential part of school operations and working from home has presented many challenges.

We encountered some difficulties when running payroll remotely and being able to print checks. We quickly found ways to adapt to working from home that allowed us to continue providing the services needed. On a personal note, working from home with two kids is not the easiest thing to do, and many of the district employees struggle to balance work with the daily meals they receive at school.

Another priority for many districts was to provide meals to students. All schools have students that receive free and reduced lunches, and they rely on the daily meals they receive at school.

We have a wonderful food service staff that was more than willing to serve meals to students and looked for a way to promote this program to all children who are under 18 years old.

The question came up if we wanted to provide meals during the scheduled spring break and Good Friday. As a district, we made the decision to serve meals during the scheduled spring break and Good Friday.

Some districts are in the middle of construction projects, so there were a lot of questions regarding construction during the safer at home order. The governor made it clear that school construction is essential business during this order, but there are long term implications of COVID-19. My district was seeking bids for construction to be completed over the summer and upcoming year.

In some construction categories we saw a decrease in cost, but we also have seen a decrease in the number of contractors willing to bid on the projects that are planned to start in a few months and up to a year away. This is the time to get creative and look for a way to boost up an interest in our schools. We are accustomed to having multiple proposals so we can evaluate the bidder based on the price and experience, but given the current climate this is not the case. Personally reaching out to businesses to find out what obstacles they face and coming up with solutions may be required, especially for the schools that are on a tight construction schedule.

I have tried to gather as many resources that I could to share with our staff regarding the local clinics for employees with the district’s health insurance, as well as for our employees that don’t have the district’s insurance.

Many clinics in our area provide free or low fee virtual visits. We also have access to tele-medicine mental health for our employees and our Employee Assistance Program if needed during these challenging times. Some of us struggle in this uncertain time and it is ok to reach out to someone to talk to.

Lastly, I want to express my deep gratitude to all of you as we navigate this unprecedented time together. Take time to support each other. Kindness and compassion will get us through the next few weeks. Please take care of yourself and your family.

Marta Kwiatkowski
Director of Business and Human Resources, Shorewood School District
WASBO Director
Overview of the Educational Stabilization Fund in the CARES Act

Michael J. Julka
Boardman & Clark LLP

Editor’s note: In response to several questions from business managers across the state, WASBO’s legislative consultant, Jim Schwedler, and the Association’s liaison to the bi-partisan School Board Caucus requested legal guidance from the Wisconsin Department of Public Instruction. The purpose of the memorandum is meant to provide general guidance concerning the CARES Act and payments to contractors. Please check with your district legal counsel if you need additional information.

On March 27, the President signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The law provides funds to be divided among governors and education authorities for emergency education and secondary education in a section of the law titled Education Stabilization Fund. At this point, the Department of Public Instruction has not provided information about when these funds will be distributed, what the timeframe for expending funds will be, and what additional requirements will be provided for the expenditures of the funds. The Department is committed to following this closely and providing updates as information becomes available. The CARES Act fund amounting does not reduce or replace existing federal education programs, but rather is to help local education agencies and states with costs related to COVID-19 (alternatively referred to as “coronavirus”) and school closures.

One specific item in the Education Stabilization Fund section of the CARES Act provides as follows: Section 18006 of the Act: “The Secretary may make payments for activities authorized by the Act to the greatest extent practicable to the extent that making payments for such activities is consistent with the public purpose of the Act.”

Analysis of Section 18006 of the CARES Act

With that in mind, you requested that I give you any such guidance about what districts challenged with what appears to be a “mandate” in the CARES Act. This Memorandum, as you have requested, will focus on the “contractor” issue as distinct from the “employee” reference that arises under the same provision of the Act.

Considerations for School Districts

First, it is very important for districts to realize that both the state and federal governments are considering additional legislation dealing with COVID-19 and its impact upon schools and local governments. Therefore, one potential overarching perspective that may be taken by both the state and federal district may suggest, there is nothing in the section of the CARES Act regarding contractors. It would be hoped that future legislation and, again, or regulations would recognize the provision in the CARES Act that is the subject of this Memorandum, and, in that manner, the phrase refers. There are also other legal doctrines that call into question the enforceability of contracts with contractors, with state law, and federal law. Some of those doctrines include “impossibility” of contractor performance, and “force majeure” clauses. In addition to contractor contracts, the contract or legal documents that would excuse districts from paying pursuant to the contract is very important in the analysis associated with any payments under the contracts during school closures. It is also fairly common that contracts require one or both parties to comply with state and federal laws. Certainly, if the contract under review includes such a relevant clause, the enforcement of the CARES Act is arguably explicitly incorporated as a mandate into the contract.

Review Existing Contracts

First, it is very important for districts to realize that the district’s statutes and their interpretation, the next step in the analysis is to review the specific terms of the contract. Those terms may include provisions that speaking to contractual payments only being made upon the receipt of “services” by the district. Clauses to that effect can take many different forms.

Specific clauses that are fairly common in contracts with contractors are those that excise performance based upon acts of God, weather related circumstances, unusual events, or other circumstances beyond the control of the parties, often referred to as” Force Majeure.” Transportation contracts, for example, clearly include provisions regarding weather related cancellations of school, but a careful reading of the language of those contracts would understand a broader interpretation of the school cancellation provisions. These clauses can be drafted in such a way as to excuse non-performance by the contractor or to require payment by the district notwithstanding such circumstances.

Business Judgment Doctrine

Considerations for School Districts

However, for districts that believe some responsive action is appropriate under the circumstances, particularly with regard to contractual obligations, districts may consider establishing a committee to address the issue systematically. That being said, the contractual payments to contractors do, in fact, provide the “value” for the expenditure of monies in an underlying consideration. Certainly, there are arguments that can be made that providing payments to contractors during a school closure is important in order to make sure that the district is able to operate upon the re-opening of schools. However, given the other components outside of the CARES Act which provide non-refundable funds to businesses, and an understanding of the compensation for individuals, districts have to be particularly careful that any payments to contractors do, in fact, provide the “value” that they believe is important for the continuing contractual relationship upon school re-opening.

Making a Determination

Whether a contractor contract is a district’s best interest will depend on multiple factors.

Next, it is very important for districts to realize that both the state and federal governments are considering additional legislation dealing with COVID-19 and its impact upon schools and local governments. Therefore, one potential overarching perspective that may be taken by both the state and federal government is during “any disruption or closures” related to the pandemic. It is likely that the impact due to disruption is going to extend further than the school closures.

The point is that there is no current way to assess the impact of the disruption or school closures at this time in order to determine what payments to contractors are “practicable.” At this time, school districts cannot even say with certainty that schools will reopen this fall.

In addition, the “taxpayer dollars” component of this interpretation means that other legal limitations that must be taken into account. First, the “public purpose” doctrine which requires districts to receive “value” for the expenditure of monies is an underlying consideration. Certainly, there are arguments that can be made that making payments to contractors during a school closure is important in order to make sure that the district is able to operate upon the re-opening of schools. However, given the other components outside of the CARES Act which provide non-refundable funds to businesses, and an understanding of the compensation for individuals, districts have to be particularly careful that any payments to contractors do, in fact, provide the “value” that they believe is important for the continuing contractual relationship upon school re-opening.

Conclusion

As discussed at the beginning of this Memorandum, the COVID-19 crisis is not only knowns associated with the current situation regarding the impact of COVID-19 on school districts. In fact, governors in other states have taken additional steps with regard to requiring outside of the requirements of district operations, and particularly, the district’s budget which may be affected by future legislation. Therefore, one potential clause that may be inserted into future legislation).

Section 18006 of the Act: “The Secretary may make payments for activities authorized by the Act to the greatest extent practicable to the extent that making payments for such activities is consistent with the public purpose of the Act.”

Making a Determination

Whatever determination is made by a district to establish its ability to make payments to contractors pursuant to Section 18006 of the CARES Act, it is a “greatest extent practicable” should be able to be substantiated by an argument that has been taken into consideration. In any event, the question of whether a district can make payments to contractors at this time, outside of the requirements of making payments to contractors.

Business Judgment Doctrine

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Identifying motivation & building momentum for greening schools

Lesley Sheridan
Outreach Specialist, Wisconsin Center for Environmental Education

Samara Hamzé
Program Specialist, Wisconsin Department of Natural Resources

Fifty years ago, Wisconsin Senator Gaylord Nelson marked April 22 as a national celebration and a way to integrate environmental protection into the national political agenda. As April continues to be the month that sparks environmental consciousness in schools throughout the state, this 50th Anniversary of Earth Day also provides an opportunity to examine how some schools in Wisconsin adhere to the adage that “everyday is Earth Day.”

As leaders within schools and districts, you have the opportunity and authority to affect substantial changes in school culture and the operations of school buildings. In 2018 Wisconsin voters supported 94% of school referendum ballot questions worth $1.37 billion across 57 school districts.

Our constituents have invested in the future of our school communities with an understanding that those who work in and care for the schools do so while being both fiscally and environmentally responsible. In this article we examine three common threads among 15 schools in Wisconsin that have been recipients of the US Department of Education Green Ribbon Schools (ED-GRS) honor.

Hurley School District is an example of a district that has normalized “green choices” into the decision-making process. As a young man, the custodian had grazed cattle on the property where the school is now located.

In Hurley K-12 School, for example, consideration of “green choices” have been normalized into the decision making process, even as the administration continues to look for cost savings. The momentum of supported leadership and the community’s motivation have converted what were decisions into practices.

Whether you are the leader your school looks to for implementation of green and healthy practices, or you recognize the leadership potential of a colleague, know that you are in good company of other change-leaders around Wisconsin. With the momentum of supported leadership and motivation, together we are moving Wisconsin schools towards a culture of sustainability.

Learn more about how Wisconsin’s 26 U.S. Department of Education Green Ribbon Schools Honorees have reduced environmental impact and costs, improved health and wellness for students and staff, and increased environmental literacy - https://dpi.wi.gov/environmental-ed/green-ribbon-schools/honorees.

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To learn more about Wisconsin’s ED-GRS nomination process, visit https://dpi.wi.gov/environmental-ed/green-ribbon-schools/ or contact Victoria Rydberg at the Department of Public Instruction: victoria.rydberg@dpi.wi.gov or 608-266-0419.
How to have a better tornado drill in your school district

Mark McGinnis
Certified Consulting Meteorologist

There is a lot of stress and work ongoing with our school districts due to COVID-19. As a parent with a child in a Wisconsin school and another at a state university, I am proud and impressed by the work and swift action of my school district and school districts, colleges and universities across Wisconsin.

An incredible amount of work and coordination has taken place in the matter of a week or two. As we move through spring into summer, expectations are a return to business as usual. It is also the time of year when severe weather is most frequent in Wisconsin.

If your school district is like most in Wisconsin and the rest of the United States, you have a date and time arranged twice a year for your tornado drill.

That is convenient but does not mirror what reality will provide on the day you need to seek shelter. The day it is real and not a drill, your drill will not be close to reality. Do I have your attention?

Let me help you with steps on moving your district closer to being better prepared for severe weather. First, let’s address shelters. How comfortable are you with the shelters you use in your buildings? FEMA highlights three principles to follow for storm shelters – safety, capacity and access.

Safety: Are you using the best locations across your district to shelter students, staff, volunteers and guests? Do you know what guidelines to use for sheltering?

Of course, most schools are not designed with the thought of protecting against 150mph or greater winds. But, if you had to shelter against that force, are you using the best locations in your buildings?

Capacity: Do you know the capacity for each location? What is the proper square footage for each person? Are you considering furniture or the amount of space that is used for storage and how that changes from August to May each year?

Access: Are your shelters available? Do you have bottlenecks? Can you get everyone to shelter in three minutes or less? If you have safety and capacity, but not access, your shelters don’t work. If the tornado is five minutes away and you know it takes seven minutes to get everyone to shelter, you do not have a workable solution.

Let me expand on your drill and access. How many of you have after school sports, drama, clubs and third parties using your facilities weekdays and weekends?

Figure 1 is a breakdown of every tornado reported in Wisconsin since 1950. The chart displays the hour the tornado was on the ground. I have highlighted the school day, when you practice your tornado drill.

Have you ever drilled after 3pm? If you haven’t, you aren’t drilling the most likely scenario and you are not prepared for the next tornado or severe thunderstorm.

Simply, your drill, the one you have been doing year after year, doesn’t work.

Steps to a better Tornado Drill:
1. Ensure you are using the best shelters to protect everyone using your property
2. Know the capacity and have rooms and activities assigned to each designated shelter
3. Create a database for each classroom to accumulate drill times (have teachers use a stopwatch – freely available on smartphones)
4. This will help identify issues before an event
5. Have athletics and after school practice a drill and ensure they have access to designated shelters
6. Educate and inform any third party of where they need to shelter in the event of severe weather
7. Handle severe thunderstorms the same as tornado – seek shelter for both

You may ask, why is this important?

Did you know since mid-December 2019, within three months of the publish date of this article, nine schools in the United States have been damaged or destroyed by severe weather. Nine schools! Three school districts lost multiple buildings in a matter of minutes.

And it happens in Wisconsin, as well. The most recent: June 2019, Carroll University in Waukesha had two buildings damaged by severe weather. By the way, that occurred around 5pm. The window of time you don’t have a plan.

Wisconsin severe weather occurs, by far, in the afternoon and evening. Make sure you are ready!

Are you paying for any of these services?

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- IRS pre-approved plan documents.
- Plan level reporting for IRS audit or plan review.

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Contact a member of our Plan Administration Team for expert assistance.

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**VOICES FROM THE FIELD**

**Coming together to provide virtual education**

**Mineral Point Unified School District**

Like most school districts around the state, the Mineral Point Unified School District was left with little notice about the impending school closures. Thankfully, the district held a Virtual Learning Day for middle and high school students on March 3 in the event distance learning was needed due to future bad weather.

The district had planned to bring in students on Monday, March 16, and Tuesday, March 17, after Governor Evers’ order on Friday, March 13 to close schools starting at the end of the day on Wednesday, March 18. However, the district decided it would be best to not bring students back at all that week after consulting with local physicians. Due to advancements in the district’s technology program over the last few years, each high school student was able to take home a district-provided MacBook, and each middle school student took home a Chromebook, if needed. Elementary school students also could check out an electronic device if they didn’t have one at home. The district also provided mobile hotspots to students who don’t have reliable access to the internet in their homes.

The district was able to start virtual learning on March 30 and plans to continue providing free grab-and-go breakfasts and lunches to all students throughout the closure. Additionally, the district is proud to have integrated support staff into the Virtual Learning process to help make sure all students have their needs met, and therefore, these staff members will continue to receive pay.

- Joelle M. Doye, Communications Director

**Yorkville School District**

A dedicated crew of educators at Yorkville School prepared materials and provided curbside pickup in the name of supporting student learning through a national pandemic. Way to go, Ram Fam!

- Jeff Genovese

**Verona School District**

Over their spring break, the district prepared to unveil virtual learning district-wide. Music instructors are even still meeting through virtual instruction (as pictured above and below). Kindergarten students worked with teachers to come up with sentences to match the rhythm given to them and then recorded themselves saying the sentence in that rhythm!

- Kelly Kloepping, Public Information Officer

**Pewaukee School District**

Chromebooks, hotspots, iPads, and other devices were distributed to families right after the announcement of moving to remote learning. Administrators volunteered their time to sanitize, package, organize, and call each individual to meet their necessary technology needs. Using our summer “Bookmobile,” the group loaded the bus with the technology to provide a safe and efficient transfer of devices to the parents of our students. PSD has also shared a “Technology Hotline” where parents and students can call our IT Staff with any of their device questions!

Remote learning doesn’t always mean virtual learning, especially for our PLE students. Always up for the challenge, teachers, paraprofessionals, and administrators bagged and organized 1,033 supply packages for each one of our PLE students on March 20. Each bag contains materials hand-picked by their teacher, specific to their class. Currently (under an impressively organized system, we may add) they are running the bags out to family’s cars, preparing our students for all the learning ahead!

- Miranda Keelik, Marketing and Communications Manager

**Suttyn, a fourth grader in the Mineral Point Unified School District, is passing the time drawing portraits of friends, family, and even school staff.**

Photo by Lifka Bennett
Coming together to provide meals to students

**Marinette School District**
Marinette School District’s mandated school closure meal program offers pick up at school locations or by bus routes created and operated by transportation partner Westlund Bus Lines, including driver Mike Mansfield who is pictured above on his route.

- Sean Kelly, Finance Director

**Verona School District**
Food staff create 1,300 breakfast and lunch bags for a handful of locations we deliver to.

- Kelly Kloepping, Public Information Officer

**McFarland School District**
The McFarland School District, similar to other school districts around the State, are providing School Nutrition Services, to those that need the service age 18 and under. The daily program has two teams. The production team consists of two sets of Food Service Staff that prepare the meals for Distribution. The Distribution team consists of other school district employees. This process was developed to keep the Kitchen Prep having distance from the parents/students to further protect the Food Service Staff.

- Jeff Mahoney, Director of Business

**River Valley School District**
The district is delivering 411 breakfast and 411 lunches daily by utilizing the district’s support staff.

- Brian Krey, Business Manager

**Osceola School District**
A student has been dressing up when receiving the meals that staff are delivering via school bus. It really puts a smile on everyone’s faces.

- Lynnette Edwards, Business Manager

**Little Chute School District**
In just a couple of days, our Taher team implemented a food service program for all families in the district. These pictures show the team on the first day of the program during curbside pick-up where they provided lunch and breakfast for approximately 200 children.

- Karen Moore, Business Manager

**Whitewater School District**
We have an incredible school nutrition team giving of themselves during this difficult time to ensure children in our district don’t go hungry. We also have a great partnership with Nelson’s Bus Service, helping us get to five of our distribution sites. We served over 2,300 total children in our first week of operation.

- Matthew Sylvester-Knudtson, Director of Business Services

**School District of Sturgeon Bay**
We have made it a point to make sure that our kids have breakfast and lunch every day. So on March 17, the last day we had school, our food service department, with the help of some of our aides and high school students, prepared and packaged over 7,000 meals that kids could take home for that Wednesday through Sunday. Then, even though last week was our scheduled spring break, we continued to feed our kids. This effort continued into that next week, the first week of the ‘new normal.’ We are working with Kobussen busses to deliver meals every Monday, Wednesday and Friday, so that the kids in our community get breakfast and lunch everyday. Every Monday and Wednesday we deliver 2,400 meals (two days of breakfast and lunch for over 600 kids) and on Fridays we deliver over 3,600 meals (three days of meals). The organization and teamwork to pull this off is nothing short of amazing. Yet, this all looks so seamless. Huge props go out to our food service director, Jenny Spude who, within a couple days of the closure order had secured funding to do this.

- Jake Holtz, Business Manager

**Pewaukee School District**
Kevin Dresdow, PSD’s Food Service Director, and Klayton Mutchler, our District Head Chef, are leading the way to provide lunches (and now breakfast) to our community members in need. The group is passing out around 300 healthy meals each day with the help of Riteway Busing and staff volunteers. Recently, the group also donated extra shipments of food to the Waukesha Food Pantry.

- Miranda Kozlik, Marketing and Communications Manager

**Osceola School District**
A student has been dressing up when receiving the meals that staff are delivering via school bus. It really puts a smile on everyone’s faces.

- Lynnette Edwards, Business Manager

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- Miranda Kozlik, Marketing and Communications Manager
VOICES FROM THE FIELD

Coming together to support local communities

Middleton-Cross Plains Area School District

The District donated more than 10,000 items to the Middleton and Madison Police Departments along with UW Health this week, Director of Communications Perry Hibner announced.

Officials with Public Health Madison & Dane County made the request to area school districts earlier in the week. MCPASD Health Services coordinator Danielle Krbecek shared the idea with the District’s pandemic planning team and received the go-ahead to gather some supplies from the 10 schools and three other buildings.

Hibner noted custodial staff spent part of Tuesday and Wednesday collecting supplies. Krbecek picked up the supplies on Wednesday and Thursday morning before delivering them to the three organizations.

In all, Hibner said the District was able to donate:

- 2,500 face masks
- 255 bottles of 6 to 12 ounce hand sanitizer
- 200 32-ounce bottles of hand sanitizer
- 10 ear thermometers
- 47 boxes (9,400 individual) thermometer probe covers
- 15 gowns

“It was exhausting but so worth the effort,” Krbecek said. “We had so many items we needed a second vehicle to transport all of it. I got emotional when dropping off the supplies at UW Health. They were so appreciative and assured me it would all go to good use.”

Krbeck also noted all of the schools still have supplies should the Safer-at-Home order be lifted and schools reopened later this spring.

Pewaukee Area School District

The Pewaukee School District continues to help in any way we can during this time. Health care supplies that were stocked in our schools were gathered and donated last week to Waukesha Memorial Hospital through their donation center. This included masks, gloves, and eye protection. Continued efforts to donate items to the Pewaukee Police and Fire Department are also underway. Thank you to our first responders and health care workers for the countless sacrifices you are making to keep us safe.

We are proud to join Concordia University’s initiative, alongside hundreds of other makers, to 3D print and distribute respirators to local healthcare workers. PHS’ Ben Lamp and ACMS’ Scott Roehl have sprung into action to help fill the production gap of one of the most necessary medical supplies for professionals combating the novel Coronavirus. By utilizing our PSD Makerspace 3D printers, (that would otherwise be gathering dust) PSD continues to find ways to help in any way we can.

Little Chute School District

Staff members covered each of the windows in the elementary school with inspirational messages for the community as a way to encourage and support them during this difficult time. The window signs are a way to stay connected.

- Vanessa Moran, Elementary School Principal

Osceola School District

The community’s “socially distant” retirement drive-by celebration for a teacher (Larry Benitz) that’s been with the district for 40 years!

- Lynnette Edwards, Business Manager

River Valley School District

I coordinated the delivery of hotspots to our families that needed them, our local law enforcement officers delivered every hotspot we ordered. A big thank you to the Spring Green Police Department for their assistance! I am pictured above (on the right) with local officers.

- Brian Krey, Business Manager

“Middleton-Cross Plains Area School District

“I was exhausted but so worth the effort,” Krbeck said. “We had so many items we needed a second vehicle to transport all of it. I got emotional when dropping off the supplies at UW Health. They were so appreciative and assured me it would all go to good use.”

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- Miranda Kozlik, Marketing and Communications Manager
Managing school facilities is an ever-changing field that requires a multi-faceted approach. WASBO thanks the leaders who manage school facilities from across Wisconsin who joined us at the Kalahari Convention Center on February 4-5 to learn about what's coming next in their field.

Attendees shared their takeaways from the more than 25 sessions covering a range of topics on ethics, leadership and energy savings. Several attendees noted they had already started implementing their new summer cleaning processes from the session “Schools Out Now What” and implementing safety protocols from the “Let’s Not Forget About Everyday School Safety” session.

We thank the Dane County Sheriff’s Office, who offered certifications for “Stop the Bleed” training to WASBO members. The training helps our school leaders provide immediate, frontline aid to injured people until first responders are able to take over care of that person. This helps cover the delay between the time of injury and the time a first responder is on the scene.

In addition to professional development, the conference also gave district professionals access to more than 125 service affiliates who covered a variety of goods and services, including construction, technology, flooring, restoration, energy efficiency, cooperative purchasing, bleacher installation and repair and much more. Beyond the exhibit hall, district professionals and service affiliates also had the opportunity to network and have fun with games and activities in Tom Foolery’s Adventure Park.

WASBO kicked off the conference with a Joint Lunch with the Wisconsin School Safety Coordinators Association’s (WSSCA) Conference, which was held at the Kalahari on February 3-4. During the lunch, WASBO recognized the four recipients of the 2019 Custodian/Maintenance Professional of the Year Award. This award acknowledges the outstanding contributions of those who are making a difference in their local school district, community and the custodial and maintenance profession.


We thank Focus on Energy, who provided nine attendee scholarships, and Kraemer Brothers, who provided one attendee scholarship to attendees of the 2020 WASBO Facilities Management Conference. We also thank our attendees and exhibitors, who raised $2,150 for the Facilities Management/Joel Konze Memorial Student Scholarship.

Thank you to the planning committee, including chairs Dave Hoh and Joe Ledvina, for their commitment to provide a successful conference and the presenters who provided engaging learning opportunities. We look forward to seeing you next year!

Mark your calendar and plan to attend in 2021 on March 2-3 at the Kalahari Convention Center. Here is the 2021 planning schedule:

- April 30: Right of First Refusal Deadline for 2020 sponsors to renew sponsorship
- May 1: Companies invited to sponsor
- Aug. 3 - Sept. 30: Call for Presentations applications accepted
- Nov. 5: Speakers notified of their selection as presenters for the 2021 conference
- Nov. 5 - Dec. 3: Priority exhibitor registration open for sponsors
- Dec. 4 at 8 AM: Exhibitor registration opens for all vendors
- Jan. 25, 2021: Exhibit booth registrations must be paid in full
- Feb. 1-25, 2021: WASBO to collect booth representative names
We thank sponsors of the 2020 FMC!

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We thank sponsors of the 2020 FMC!

Thanks for joining us at the 2020 Transportation & Bus Safety Conference!

Thank you to the school transportation leaders who joined WASBO at the Kalahari on February 5 for a full day of targeted professional development at the 2020 Transportation & Bus Safety Conference.

Now more than ever, leaders in the field of transportation are grappling with an ever-changing landscape. WASBO’s conference provided sessions that covered a broad range of transportation topics, which included student tracking and electronic maps for drivers, contracts for private schools, a MAP 21 Update and emergency planning while on the bus. Attendees also were treated to a real-world school bus stop simulation, which included Predictive Stop Arm (PSA) and Right-Hand Danger Zone (RHDZ) solutions. They ended the day with a lively roundtable discussion, which included a variety of vital and timely topics while hearing from districts around the state.

Attendees also could choose to attend sessions that were a part of the second day of WASBO’s Facilities Management Conference, which was held at the Kalahari on February 4-5. Beyond professional development, district professionals had the opportunity to network with more than 125 exhibitors in the exhibit hall.

Thank you to the WASBO Transportation Committee, including chair Rhonda Page, who helped make the conference possible.

Please join us for next year’s conference, which will be held on March 3, 2021, at the Kalahari Convention Center in the Wisconsin Dells.
BINGO! is what WAS-BO hopes our attendees were saying as they departed from the 2020 Federal Funding Conference at the Kalahari last month, armed with more knowledge about the federal grants process.

The conference — hosted by the Wisconsin DPI, WASBO and WCASS — is a vital source of knowledge for Wisconsin school leaders. Experts from the Wisconsin DPI were present and ready to impart needed knowledge on the federal grant process. The experts also dug into timely topics, such as ESSA School Level Reporting, Maintenance of Effort, IDEA Funding, WISEgrants and much more. Everyone from veteran school officials to newcomers greatly benefited from attending this conference.

Knowing how difficult this process can be, Shelly Babler and Rachel Zellmer and their associates at the DPI started by explaining complex grant terminology. This year’s new conference theme image sought to encapsulate the importance of understanding all of the terminology in the federal grant process. To aide attendees in their quest to conquer all of this terminology, WAS-BO and WCASS supplied them with Federal FUNdning BINGO cards that had different terms they would hear throughout the conference.

When a speakers said the term, they were able to check off one of their boxes. This fun way to learn also provided the added benefit of giving attendees a chance to win fun t-shirts that everyone in who comes from the world of school finance would love. The t-shirt sayings included “Speak WUFAR To Me” and “I heart the DPI.”

We thank Rachel Zellmer and Shelly Babler, and other members of the DPI team who shared their knowledge with Wisconsin district professionals, including: Matt Baier, Abdallah Ben-dada, Stacy Broach, Dan Bush, Tim Coulthart, Ryan Egan, Brielle Glatzel, Mike Hickey, Emily Holder, Christine Lenske, Jessica Moe, Shay Morris, Kristine Nadolski, Cody Oltmans, Abbie Pavela, Kyle Peaden, Clara Pfeiffer, Wendy Savaske, Paul Sherman and Alison Wineberg.

We also thank Kelly Christiansen, of Brustein & Manasevit, PLLC, for providing an “Overview of Legislative and Funding Issues” for attendees.

Please join us for the 2021 Wisconsin Federal Funding Conference on February 22-23, 2021, at the Kalahari Convention Center!
Candidate Résumés for WASBO President-Elect

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>District</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Erickson</td>
<td>Director of Financial Services</td>
<td>Hudson School District</td>
<td>(Will move through the office as President Three-year term)</td>
</tr>
<tr>
<td>Greg Gaarder</td>
<td>Business Manager</td>
<td>Tomah Area School District</td>
<td>(Will move through the office as President Three-year term)</td>
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Work Experience

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<thead>
<tr>
<th>Year</th>
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<tr>
<td>2011-Present</td>
<td>Director of Financial Services</td>
<td>Hudson School District</td>
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<tr>
<td>1996-2006</td>
<td>Director of Business Services</td>
<td>Esky Public Schools</td>
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<td>1993-1999</td>
<td>Accounting Manager</td>
<td>Douglas County, WI</td>
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<td>2004-Present</td>
<td>Business Manager</td>
<td>Tomah Area School District</td>
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<tr>
<td>1999-2004</td>
<td>Business Manager</td>
<td>Adams-Friendship Area Schools</td>
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<td>1993-1999</td>
<td>Elementary Principal</td>
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Educational Experience

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<tr>
<td>2000</td>
<td>University of Wisconsin-Superior</td>
<td>Masters in Education</td>
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<td>1991-1992</td>
<td>Winona State University</td>
<td>Bachelor of Accounting</td>
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<tr>
<td>1983-1989</td>
<td>University of Wisconsin-La Crosse</td>
<td>Chartered Global Management Accountant</td>
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<tr>
<td>1983-1989</td>
<td>University of Wisconsin-La Crosse</td>
<td>Certified Public Accountant</td>
</tr>
</tbody>
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Professional Activities

- WASBO: Board of Directors
- Teacher Salary Structure Committee: Member
- Teacher Advisory Committee: Member
- Health Insurance Work Group: Founder, Lead Member
- American Institute of Certified Public Accountants: Member
- Performance Appraisal, Benefits, and Accounting committees of various organizations
- Student Mentor Program: Volunteer
- Superior Figure Skating Club: Board of Directors
- Volunteer Income Tax Assistance Program: Volunteer preparer
- YMCA: Board of Directors
- Tomah Lions: Past Member
- Tomah Boys and Girls Club: Board of Directors

Community Activities

- Spending time with family and friends; Snowmobiling; Hiking; Reading; Hunting; Boating; Cooking
- Home brewing, personal health and fitness, Ryute Karate

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Focus on Energy, Wisconsin utilities’ statewide program for energy efficiency and renewable energy, helps eligible residents and businesses save energy and money while protecting the environment. Focus on Energy information, resources and financial incentives help to implement energy efficiency and renewable energy projects that otherwise would not be completed.

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Candidate Résumés for WASBO Board of Directors

Demetri Andrews
School Business Manager
Platteville School District
Director Candidate (Three-year term)

Work Experience
- 2019-Present: Platteville School District, School Business Manager
- 2014-2019: North Crawford SD, School Business Manager
- 2011-2014: Mount Horeb Area SD, Business & Information Technology Teacher
- 2008-2011: Belmont Community Schools, Business & Information Technology Teacher

Educational Experience
- 2004-2008: UW-Whitewater, Bachelor of Science in Education-Business Education
- 2012: UW-Whitewater, Masters of Science in Education-School Business Administration

Professional Activities
- WASBO: 2019 George Gray WASBO New School Business Manager of the Year Award Recipient; Southwest Regional Chair; WASBO Mentorship Program Mentor
- ASBO: 2018 Emerging School Business Leader Scholarship Recipient

Community Activities
- Platteville Public Transportation Committee: Voting Member

Interests & Hobbies
- Spending time with family, traveling, sports, home brewing.
- Biking, Skiing, Hiking, Walking Fred the Dog, hanging out with my kids and wife, traveling with and without the kids ;), helping people when they don’t expect it.

Jeff Mahoney
Director of Business
McFarland School District
Director Candidate (Three-year term)

Work Experience
- 2004-Present: McFarland School District, Director of Business
- 2007-2009: UW-Whitewater, Adjunct Faculty SBM
- 1998-2004: River Valley School District, Director of Business
- 1998: Beloit School District, Business Assistant

Educational Experience
- 2012: WASBO, Wally Zastrow Leadership Academy
- 1998: UW-Whitewater, School Business Management, MSE
- 1993: UW-Whitewater, Public Policy & Administration, BS

Professional Activities
- WASBO: Board of Directors, 2003-2006
- MASA: Chair, 2002-2003
- SAA: Primary and Alternate WASBO Member

Community Activities
- McFarland Chamber of Commerce: Board Member
- Cross Plains Stingrays Swim Team: Board Member, Board President, Past President
- Cross Plains Youth Sports: Coach
- McFarland Lutheran Church: Shared Meal Volunteer

Interests & Hobbies
- Spending time with family, traveling, sports, home brewing.

Joe Marquadt
Director of Business & HR Services
School District of New London
Director Candidate (Three-year term)

Work Experience
- 2011-Present: School District of New London, Director of Business & HR Services
- 2009-2010: Clinton Community School District, Business Manager
- 2004-2009: Badger High School - Lake Geneva Schools, Business Education Teacher, senior project advisor, baseball and football coach

Educational Experience
- 2011-Present: UW-Whitewater, Masters of Science in Business Management
- 2006-2008: UW-Whitewater, Masters of Science in Education - School Business Management, Licensed as a Business Manager

Professional Activities
- WASBO: Member 2009-present, WASBO 2012 Business Services Award Winner, WASBO 2013 New School Business Official of the Year, member of various committees, presenter at conferences, WASBO Leadership Academy attendee 2019-20
- ASBO: Member 2009-present, Pinnacle of Achievement Award Winner, 2013
- University of Wisconsin - Oshkosh: Adjunct teacher - Finance, Funding and Economics of School Finance, 2018 and 2020

Community Activities
- United Way of New London: Board Chairman and CEO
- Rotary Club of New London: Member, Past Club President & Secretary
- Youth Baseball/Basketball: Coach
- Most Precious Blood Catholic Church: Strategic planning committee

Interests & Hobbies
- Spending time with family, fishing

Sarah Viera
Executive Director of Business Services
Mequon-Thiensville School District
Director Candidate (Three-year term)

Work Experience
- 2016-Present: Mequon-Thiensville School District, Executive Director of Business Services
- 2015-2016: Merton Community School District, Business Manager
- 2013-2015: West Bend School District, Finance Manager
- 2012-2013: Brookfield Academy, Assistant Finance Director

Educational Experience
- 2011-2012: UW-Whitewater, Masters Degree in School Business Management
- 2005-2009: UW-Whitewater, Bachelors in Business Administration - Finance

Professional Activities
- WASBO: Committee Work - Leadership Academy, Spring Conference, Transportation Conference. Presentation - Communicating Fiscal Information, Accounting Conference, School Finance Puzzle Table Coach
- ASBO: Emerging School Business Leader Scholarship Winner Member of Young Professionals Focus Group. Annual Meeting presenter - Starter Kit For The New SBO
- SWASBO: Past President and Past Secretary

Community Activities
- United Way of Washington County:
- Mequon-Thiensville Chamber of Commerce:

Interests & Hobbies
- Family time, traveling, reading, baking, bocce ball, concerts.

Online Voting April 1-30

You will vote for one President-elect and 2 three-year directors. View candidates’ written submissions and the online ballot information at wasbo.com/election. Watch your email for more information regarding online voting.
Make the smart choice — Count on EMC®.

Your Wisconsin classrooms deserve the security of solid coverage. We insure local because communities like yours matter. Plus, our specialized loss control services add up to one smart choice for school insurance:

- SafeSchools® Training and SafeSchools Alert, an online incident reporting and tracking system
- Playground and bleacher inspections
- Slip and fall prevention services
- Fleet safety recommendations
- Hazardous chemical management programs
- Bus and auto traffic analyses
- Indoor air quality assessments

2020-21 WASBO MEMBERSHIP

District Professionals: WASBO Supports You

Identify
Stay on the inside of school business with relevant news and publications.
- WASBO has you covered with our bi-monthly newsletter, Taking Care of Business.
- Additionally, through the Wisconsin Education News email, we provide a daily synopsis of school-related news clippings.

Develop
Expand your network, skills, and knowledge at professional development events.
- You will grow alongside other high-achieving professionals at numerous professional development opportunities throughout the year.
- Little can prepare you everything the job entails. WASBO offers the Year of Success program. This six-conference package is designed to offer new business managers, bookkeepers and district administrators the timely knowledge they need to succeed.
- A mentorship program designed to provide technical assistance and advice to first and second year school business officials relative to the myriad of duties and responsibilities that are inherent within every school business official's job description.

Lead
Support leadership skills and achieve recognition with certification, award programs and participation.
- WASBO sets standards of excellence with our award and scholarship opportunities. The WASBO Facilities Manager Certification program provides a knowledge base for those who are facilities leaders to provide safe and healthful educational facilities in Wisconsin. Through a partnership with The National Alliance, WASBO offers the Certified School Risk Managers Program (CSRM). CSRM is a cohesive, unified education and designation program that builds risk management knowledge.
- The Wally Zastrow Leadership Academy provides practical leadership skills.
- Participate on one of WASBO’s committees by serving and connecting with colleagues from across the state. Your professional growth will be enhanced because of your involvement.

ConNectwork
The ConNectwork Communication Forum is a resource for information sharing.
- Enjoy networking opportunities at WASBO conferences when you connect with school business professionals from around the state.
- Try out the community by using your current username (email) and password to access all things WASBO at www.wasbo.com. Then click on “Resources” at the top of the homepage and then ConnectWork.
- Find best practices and resources in school business management in the online Education Resource Center (ERC).

The WASBO Facilities Manager Certification program provides a knowledge base for those who are facilities leaders to provide safe and healthful educational facilities in Wisconsin. Through a partnership with The National Alliance, WASBO offers the Certified School Risk Managers Program (CSRM). CSRM is a cohesive, unified education and designation program that builds risk management knowledge. The Wally Zastrow Leadership Academy provides practical leadership skills. Participate on one of WASBO’s committees by serving and connecting with colleagues from across the state. Your professional growth will be enhanced because of your involvement.

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School Insurance Experts

PRODUCTS
- Property
- Liability
- Violent Incident Protection
- Workers’ Compensation
- School Leaders Legal Liability Insurance Coverage
- Owner-Managed Insurance Program (OCIP)
- Excess Liability
- Group Life, Disability Income Protection, Dental, Vision, Pharmacy, Stop Loss & COBRA Administration

V A L U E A D D E D
- Privacy Protection
- Safety and Risk Management
- Valuations
- Crisis Management

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As a leader in your organization, it’s imperative that you stay on top of current trends in (cyber threats and protection) to keep your business, your employees, and your customers protected.

1. Cyber law will be rewritten to align with European standards. This shift will provide more consumer protection at the state level and increase frequency of investigations and penalties. Some legislation will target specific industries (such as the Insurance Data Security Law directed at the insurance space), while others will rewrite outdated laws which place the burden of security on individual organizations in the spirit of consumer protection. Ultimately, organizations of all shapes and sizes will carry the exposure of consumer data and how it is managed or face stiff consequences from regulators.

2. Underwriting of cyber liability will include increased scrutiny of high exposure industries. Since 2010, cyber liability insurance has grown rapidly, with demand nearly reaching capacity year in and year out. Insurance carriers were quick to enter the market utilizing “copycat” policy language that was already available, but underwriting of organizations was an afterthought and loss ratios remained profitable low. 2019’s losses generated a need for a more stringent underwriting process centered on the cyber security structure and initiatives of organizations. In 2020, high exposure industries (public entities, healthcare, financial institutions) and organizations with larger limits will face more scrutiny.

3. Ransomware is still a significant threat. Five years ago, bad actors were fixated on opportunities to steal large troves of private or financial information. Today’s ransomware has introduced opportunity to a much larger field of bad actors who are armed with software that can be dispatched as easily as attaching a picture to an email. This unique combination of ease of entry and high rewards has led to a triple digit increase in frequency of ransomware attacks.

4. Cyber liability insurance remains competitive across the global marketplace — but the winds may be changing. The global market is still ripe with capacity, but it remains difficult for insurance carriers to get the rate they would like as a result of 2019’s losses. Many insurance carriers hope that the threats they saw in 2019 will be addressed by organizations through increased security measures. In the meantime, expect that insurance carriers will look to increase rate for accounts that are not at risk, or where premium is small enough to be hidden. New cyber liability buyers will still find plentiful options when pursuing coverage.

5. Your data is still your data in the cloud. One of the perceived advantages of migration to cloud based storage is the expectation that the cloud’s security is better than what you can achieve on your own. However, most customers have very little protection against cloud breaches. Typical contracts include one sided indemnification and a failure to communicate with customers in the event of a security incident. Work with your insurance advisor to review contracts and protect your organization.

6. Outlook users should be aware of compromising convenience over security. Microsoft Office 365 has become the standard for email management within organizations. However, with its tools and convenience comes security concerns and vulnerabilities. Users need to be mindful of the use of Outlook Web Access, as it allows users to log into business email from any web connected computer. Your organization can configure Outlook, often times for free, to force enhanced logging. This small step remains critical for the investigation of data compromises.

7. Multi-factor authentication will emerge as the standard. Providers have emerged to offer dual authentication at low costs and make access to this critical tool available to the masses.

Bad actors use vulnerabilities to infiltrate inboxes within organizations that have responsibilities for financial transactions inducing third parties to re-route payments to foreign bank accounts. Using multi-factor authentication can eliminate most email-based attacks which continue to rise in the cyber liability landscape.

2020 is shaping up to be another important year for cyber liability. With your customers’ data on the line, it’s vital that you stay current on the cyber landscape and put the proper procedures, policies, and best practices in place for protection.

Reach out to your insurance partner for assistance in reviewing your current cyber protection, and for timely advice on cyber liability trends.
Stay Connected

Participate on a WASBO Committee
Meet professional school colleagues and service affiliates, share ideas, enhance WASBO services and enrich your professional development. Serve on a WASBO committee — you’ll do all that, and more.

Find out more at WASBO.com/committees. Contact Kristin Hauser at kristin.hauser@wasbo.com.

Mentorship Program
New professionals are entering the field regularly. If you know of someone new in your region who could use the help of a mentor, contact WASBO by calling 608-249-8588 or by emailing wasbo@wasbo.com.

For a school facilities mentor, contact Joe Ledvina at jledvina@lacrosse.wi.edu or Dave Hob at david.hob@oshkosh.k12.wi.us.

Get Connected to Your Peers
WASBO’s ConNectwork online community allows district professionals to share resources, network and ask and answer questions to their peers.

Try out the community by using your current username (email) and password to access all things WASBO at www.wasbo.com. Then click on “Resources” at the top of the homepage and then ConnectWork.

Submit a Newsletter Article
Share your experience by writing an article for Taking Care of Business. Email submissions to Ryan.Silvola@wasbo.com.

Interim Assignments
As WASBO members take new positions or retire, the districts they leave are left may be temporarily short-handed. In addition, many districts are in need of consulting help. If you are interested in an interim assignment, please send a one-page resume to Mike Barry at Mike.Barry@wasbo.com.

Keep Us Posted
Retiring? Contact WASBO before you leave so we can update your member type and get your new contact information. Email Kristin Hauser at kristin.hauser@wasbo.com.

Changing Districts? Be sure to update your profile at WASBO.com so you don’t miss any communications. Call 608.249.8588 if you need help.

More on Coaching for Mentors & Protégés
WASBO offers a Mentorship Program which provides technical assistance and advice to first- and second-year school business officials relative to the myriad of duties and responsibilities that are inherent within every school business officials’ job description. The mentorship program is designed to provide opportunities for new school business officials to acquire the performance skills and knowledge necessary for the effective implementation of their job responsibilities.

WASBO.com/Mentorship
Celebrating our New Members!

Please reach out and congratulate our new members

**District Professionals**
- Chad Brandau, Maintenance Technician, School District of Holmen
- Mark Burquist, Hayward Community Schools
- Rick Cruz, State and Federal Programs, Madison Metropolitan School District
- Justin Drury, Head Custodian, School District of Holmen
- Kevin Franz, Director of Facilities, Kimberly Area School District
- Jeff Genovese, Business Manager, Yorkville Joint #2 School District
- Heather Hudson, Accountant, School District of Elmbrook
- Cassandra Hulleman, Payroll/Benefits Specialist, Webster School District
- Jacqueline Joseph, Accounting/Administrative Assistant, School District of Maple
- Mark Kasten, Municipal Janitor, City of West Allis
- Scot Kelly, Superintendent, Northwood School District
- Jerry Kjornes, Director of Maintenance and Grounds, Dodgegland School District
- Jeff Peterson, District Administrator, Yorkville Joint #2 School District
- Heather Siedschlag, Accounts Payable Bookkeeper, School District of Monroe
- Tricia Thompson, Bookkeeper, Mercer School District
- Jennifer Waldner, Director of State and Federal Programs, Madison Metropolitan School District
- Steven Kukasky, Superintendent, Northwood School District

**Service Affiliates**
- Micah Baldridge, Business Development Specialist, Gallagher
- Joseph Clarke, Senior Project Manager, Educational Facilities Practice, Groth Design Group
- Trina Kiefer, Account Executive, Community Insurance Corporation/WCA Group
- Health Trust
- Dennis Fox, Buildings and Grounds Supervisor, Maple Dale-Indian to
- Steven Kukasky, Wisconsin Territory Manager, CATS Restoration
- Greg Mattlin, Director of Business Development, Southwest Food Service
- Krishna McCollins, Regional Development Director, Rachel Wixey & Associates LLC
- Claude McFarlane, Johnson Controls, Inc
- Carla McNevin, Software Product Analyst, Infinite Campus, Inc
- Regna Samy, NetZealous
- Derek Sliter, Accountant, CESA #5

Thank you for all you’ve done for the students and the profession. Please keep in touch!

**NOMINATE YOUR STAFF FOR A 2020 CUSTODIAN/MAINTENANCE PROFESSIONAL OF THE YEAR AWARD TODAY!**

Nominations due May 8! Make your nominations at wasbo.com/advertise

**CRITERIA TO CONSIDER**
- High Level of Trust
- Attendance
- Quality of Work
- Identification as a “Team Player”
- Self-Motivated
- Ingenuity & Authenticity
- Takes Ownership of the District
- Connections in the School Community with Students, Staff and Constituents
- Leadership in Schools and the Profession
- Advocate for the School District
- Provides Excellent Customer Service

Award recipients receive a complimentary registration and will be recognized at their regional Custodial & Maintenance Conference. They also receive a complimentary registration to the 2021 Facilities Management Conference and will be recognized during the conference.

This award acknowledges the outstanding contributions of those who are making a difference in their local school district, community and the custodial and maintenance profession.
WASBO Events Calendar

Here is a look at the conferences, workshops, regional meetings, committee meetings, and other events that make up the upcoming WASBO Event Calendar. For more information, visit wasbo.com/calendar

**April**

17
Madison Area Regional Meeting
9 AM, conference call

21
School Facilities Committee Meeting
9:30 AM, conference call
Safety and Risk Management
Committee Meeting
11:45 AM, conference call

22
Wally Zastrow Leadership Academy
Conference call
wasbo.com/leadership

**May**

20
Midwest Facility Masters Conference
Committee Meeting
10:30 AM, conference call
wasbo.com/facilitymasters

21
Fall Conference Committee Meeting
9 AM, conference call
wasbo.com/fall

22
Northeast & Bay Area Regional
Meeting
9 AM, Sturgeon Bay

23
WASBO Fitness Challenge
Challenge to be held online
wasbo.com/fitness

**June**

3
WASBO Board of Directors
Orientation
1 PM, WI School Leadership Center
wasbo.com/board

4
WASBO Board of Directors Meeting
9:30 AM, WI School Leadership Center
wasbo.com/board

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- 403(b)
- OPEB Solutions
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- Health Insurance
- Disability Insurance
- Vision Insurance
- Dental Insurance
- Life Insurance
- HRAs
- 403(b)
- OPEB Solutions
- Worksite Benefits

www.NISBenefits.com
800.627.3660

Certified School Risk Managers (CSRM)
Designation Series • Fall 2020 Classes

Classes will be held at the School Leadership Center in Madison

Fundamentals of Risk Management
Sept. 16
Handling School Risks
Sept. 17
Measuring School Risks
Oct. 21

Funding School Risks
Oct. 22
Administering School Risks
Nov. 11
CSRM/CISR Update Credit
Crisis Prevention • Nov. 12

wasbo.com/riskmanagement

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