



**SWWC Service Cooperative
37th Annual School Business
Staff Conference
April 15, 2020**

TO: School District Personnel (Superintendents, Business Managers, Finance/Payroll Bookkeepers, MARSS Contacts, and Secretaries)

FROM: SWWC Service Cooperative Staff

DATE: March 2020

SUBJECT: 37th Annual School Business Staff Conference

The 37th Annual School Business Staff Conference is scheduled for April 15. This one-day conference will be held at **Southwest MN State University Conference Center.**

The conference is always a great opportunity for district staff and administration to hear firsthand from MDE, Auditors, and SWWC Service Cooperative. Visiting and sharing information with the staff from the other schools that attend is just as valuable.

Please refer to the conference schedule and session descriptions for additional information. The map link will direct you to the SMSU campus, where to park and which doors to enter the conference.

We would like everyone to register online. After you register and select the submit button, you will receive an email confirmation for each session you registered for with a link if you want to add to your Outlook Calendar. If you do not receive these confirmations, please let Deecy know. If you need to make changes once you have submitted your registration, send Deecy an email at deecy.jesse@swwc.org with the changes.

We look forward to seeing you at the conference – we guarantee you an information-fun filled day!