

Michigan School Business Officials
PROFESSIONAL DEVELOPMENT COMMITTEE

Minutes for January 10, 2024

9:00 am – 10:00 am

Chair: Neil Cassabon, Warren Woods

Called to order at 9:02 am

Attendees: Neil Cassabon, Warren Woods Public Schools, Don Ball, South Lake Schools, Ray Willburn, Brandywine Community Schools, Presleigh Derosette, Clintondale Community Schools, Jeremy Charvat, Clinton County RESA Jill Gillilan, Lapeer ISD, Pam Kasik, Laingsburg Community Schools, Michelle LaMere, Negaunee Public Schools, Kari Begeman, Callie Gavorek, MDE, Carolyn Claerhout, Oakland Schools and Tierre Cook-Howell, Oakland Schools Jennifer McKay, Marysville Public Schools, and Courtney Byam and Debbie Kopkau, MSBO

Kopkau Secretary

Approved minutes from November 15, 2023. Ball motions to accept. Seconded by McKay. M/C

Old Business

- 1) Discuss the Payroll Group Solutions that happened on December 12. Kopkau gave a review of the Payroll Group Solutions, and it was very positive. Cassabon thinks we should wait until the other two Group Solutions which are going to be offered in February. Kopkau will be sure and add the questions from the November minutes in the survey for the next two evaluations.
- 2) Practical Professional Development – What are you hearing/seeing.
 - a. Gavorek would like to present on the USDA Food Service Professional Standards and Hiring Standards for hiring. She has submitted a proposal for the annual conference.
 - b. Claerhout gave ideas on how MPAAA is working on the practical applications or when things are due, the day in the life of pupil accounting...how do you do a GAD audit, or Days and Clock Hours audit.... addressing the different student information systems.
- 3) Roundtable - Claerhout is retiring and Cook-Howell will take her position on this committee.

Meeting ended at 9:30 am

Next Meeting will be a February 7 - Zoom Call – 9:00 am

Respectfully submitted,

Debbie Kopkau