

Michigan School Business Officials
PROFESSIONAL DEVELOPMENT COMMITTEE
Minutes for November 15, 2023 – November/December Meeting
9:00 am – 10:00 am

Chair: Neil Cassabon, Warren Woods

Called to order at 9:01 am

Attendees: Neil Cassabon, Warren Woods Public Schools, Don Ball, South Lake Schools, Julie Gillilan, Lapeer County ISD, Jennifer McKay, Marysville Public Schools, Alexis Small, Battle Creek Public Schools, Michelle LaMere, Negaunee Public Schools, Michelle Sine, Charlotte Public Schools, Mary Beth Rogers, Clarkston Community Schools, C. Bruce, and Courtney Byam and Debbie Kopkau, MSBO

Kopkau Secretary

Approved minutes from October 18, 2023. McKay motions to accept. Seconded by Ball. M/C

New Business

- 1) New Business – Discuss potential of Group Solutions requirement for certification tracks other than Chief Financial Officer and Business Office Manager. The three that have been scheduled as a pilot program are Payroll, December 12, Human Resources, February 28, 2024, and Facilities, February 29, 2024.
 - a. Discussion:
 - i. Is it okay that you can take any group solutions toward your group solution requirement?
 - ii. Do we allow them to enroll and because our members are all professionals, they will choose the correct one to enroll in?
 - iii. Mary Beth will ask the board and see what direction they would like us to go in.
 - iv. Add questions to the evaluation of Group Solutions – Payroll to get feedback on our discussion points.
 1. Do you feel this session was beneficial?
 2. Do you feel this should be a requirement of your certification?
 3. Would you find it beneficial to attend another group solutions and want to receive credit for your group solutions requirement of renewing your certification?
 - v. Do we add the specific Group Solutions – Payroll to the renewal requirement in a five-year period?
 - vi. Ask the Technology Committee to see if they are open to adding a group solutions session for technology directors.
- 2) Roundtable
 - i. Alexis would like to add more to the HRS track such as Talent Acquisition. Neil mentioned that this could be a standalone training session.
 - ii. Add a line item to the agenda to ask for practical professional development.
 - iii. Next meeting, we need to discuss how the December 12 Group Solutions for Payroll was received.

Meeting ended at 9:47 am

Next Meeting will be a January 10, 2024 - Zoom Call – 9:00 am

Respectfully submitted,

Debbie Kopkau