

Michigan School Business Officials
PROFESSIONAL DEVELOPMENT COMMITTEE

Minutes for May 5, 2021

9:00 am – 11:00 am

Chair: Neil Cassabon, Warren Woods

Called to order at 9:03 am

Attendees: Neil Cassabon, Warren Woods Public Schools, Jason Helsen, Muskegon Area ISD, Penny Evert, Whitehall School District, Mary Beth Rogers, Clarkston Community Schools, and Debbie Kopkau and Courtney Byam, MSBO.

Kopkau Secretary

Approve minutes for April 14, 2021 – approved meeting minutes.

Old Business

Cassabon reviewed the changes with the committee to remind them of what modifications were up for motion.

Helsen motions to modify the Specialist in Educational Data (SED) course requirements and remove the State Reporting 101 and replace it by two three-hour classes, MSDS in Depth and Topics in Pupil Accounting. Seconded by Rogers. M/C

- MSDS in Depth (3 hours) - Learn the ins and outs of the MSDS system in detail during this course. Each component and characteristic will be covered, and all currently available resources from State and other agencies will be detailed.
- Topics in Pupil Accounting (3 hours) - Several topics will be covered in this session that do not by themselves need 3 hours of content. Student Data Privacy will cover FERPA and HIPPA regulations. The SRM Deep dive will explain the details that make SRM submissions successful, and the connections between the REP and TSDL collections will be laid out and examined.
- Timeline: Implement by July 1

Review of MSBO Annual Conference.

1. Cassabon thought it was well done. Still going through the on-demand sessions. Also thought he spent more time in the exhibit booths since there was no one hovering over them trying to get into the booth.
2. Helsen thought the staff did a great job and spent many hours making this a great conference. Connected with a few people and hope to be back in person. Did help to present on Wednesday on a live session and thought that went well.

3. Rogers liked the live sessions but really like the on-demand sessions. Did struggle with the networking lounge of the platform – done better or better explanation of how to use it. Would have liked to have seen more videos on. More interaction they wanted on the networking reception. The Past President reception was very well done and hoping it would have been the same on the platform. Also found that the vendors said that they only saw board members and was hoping to see other members Huntington Bank gave feedback that they had not seen a benefit from a virtual conference, so they just posted their video and was not at their booth.
4. Kopkau reported that with the number of registrants, we needed to use the Webinar platform that did lock down the videos. Also discussed the networking lounge and how that worked.
5. Byam commented on the networking lounge being hard to find as well as the exhibit booth was more difficult as there were no giveaways to physically give out.

Meeting ended at 9:33 am

Next Meeting – October 6 Conference Call – 9:00 am

Respectfully submitted,

Debbie Kopkau