

Michigan School Business Officials PROFESSIONAL  
DEVELOPMENT COMMITTEE

Minutes for November 13, 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, Deanna Steinwascher, Utica Community Schools, Katherine Beck, Utica Community Schools, Carrie Rouse, Kalamazoo Public Schools, Cheri Nowak, Fitzgerald Public Schools, Kevin Hustek, Warren Woods Public Schools, Kevin Bullard, KRESA/MiDataHub, Don Ball, Warren Woods Public Schools, Mary Beth Rogers, Clarkston Community Schools, Michelle Sine, Charlotte Public Schools, Debbie Kopkau, Kim Laugherty, Erin Rommeck, and Courtney Byam, MSBO

Approved minutes from October 9, 2024. Steinwascher motions. Cassabon seconds. M/C.

### Old Business

- a. Review content for Purchasing Officer track – supportive comments of what we currently have so we will leave the same.
- b. Looked at the name of the track – Purchasing Officer with an acronym of CPO which stands for Certified Purchasing Officer. After reviewing other tracks acronyms and names, the committee felt Purchasing Specialist (PS) is more aligned with Human Resource Specialist and School Payroll Specialist and meets the needs within a school district. We only have a handful of districts with a Director of Purchasing. This work is done by specialists in the district. We will present this to the next board of directors meeting for approval.

### New Business

- a. Overview documents of two new classes to be piloted for Chief Technology Officer and Specialist in Educational Data certification tracks - [https://docs.google.com/document/d/1kRi8liX9jXUgOgRqiDg\\_WRoKT44Y2R5qpVOfdeXDYNU/edit](https://docs.google.com/document/d/1kRi8liX9jXUgOgRqiDg_WRoKT44Y2R5qpVOfdeXDYNU/edit).
- b. Approved as pilot programs – CTO class name changes from MiDataHub Foundations: Effective Data Management with MiDataHub to **Educational Data Management. A Primer for Michigan Technology Leaders.**
- c. SED class name changes from MiDataHub Foundations: Effective Data Management with MiDataHub to **Foundations of Educational Data Management: Outcomes and Data Quality**
- d. We will offer at MACUL in March 2025 and May 2025. After sessions are offered, review evaluations, and revisit with the committee to see if we are going to include in the CTO and SED certification programs.

- e. Demonstration of the new certification program by Kim Laugherty. There were many positive comments.

**Practical Professional Development**

- The need for more security, response, and securing the buildings. Maybe a possible certification program.

Meeting ended at 10:05 am

**Next Meeting December 11, 2024 - Zoom Call – 9:00 am**

Respectfully submitted,

Debbie Kopkau