

Michigan School Business Officials PROFESSIONAL
DEVELOPMENT COMMITTEE

Minutes for October 9, 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, Mary Darnton, Jenison-Hudsonville Schools, Katherine Beck, Utica Community Schools, Mark Rodriguez, Wyandotte, Southgate, and Lincoln Park, Deanna Steinwascher, Utica Community Schools, Thomas Baranoucky, Holly Area Schools, Tracey Hand, Wakefield-Marenisco School District, Laura Terbrack, Wayne RESA, Mary Beth Rogers, Clarkston Community Schools, Kristen, Austin Shumaker, Innocademy, and Michelle Sine, Charlotte Public Schools, Debbie Kopkau and Courtney Byam, MSBO

Approved minutes from May 15, 2024. These minutes are approved.

New Business

- 1) Review of Child Nutrition Director and Purchasing Officer certification.
 - a. Reviewed content for the Child Nutrition Director track.
 - Mary Darnton explained the difference between SNS and MSBO certification. SNS needs a degree, courses, and testing. MSBO does not require degree but exposes the content and very much needed since many in this field are not degreed. Callie Gavorak, MDE, is recommending new Child Nutrition Directors to complete the program in two years. Debbie Kopkau will get with her to let her know the MSBO program is a three-year requirement so this may extend those who are working on the two-year commitment.
 - Mary Darnton as chair of the Food Service Committee, will work with her committee to review the program and bring it back to the Professional Development Committee with any changes.
 - The numbers are 22 in the initial certification and 25 in the renewal. With the changes, we believe we will increase the numbers of participants.
 - b. Reviewed content for Purchasing Officer track.
 - The numbers are 19 in the initial certification and 25 in the renewal.
 - Reviewed the classes required. We feel we have a strong program, but we are finding that only the large districts with warehouses have a purchasing officer.
 - Should we change the name to Chief Purchasing Officer? To be discussed at the next meeting along with marketing to include ways to be grandparented into the program.
 - c. 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/1kRi8liX9jXUgOgRgiDg_WRoKT44Y2R5qpVOfdeXDYNU/edit. Will address at the next meeting.

d. Practical Professional Development

- From Technology, Laura Terbrack, Artificial Intelligence
- Debbie Kopkau explained the new way we will be capturing the topics for the MSBO Annual Conference. Focus groups of each area of discipline will be getting together virtually to form those topics.

Meeting ended at 9:55 am

Next Meeting November 13, 2024 - Zoom Call – 9:00 am

Respectfully submitted,

Debbie Kopkau