

Michigan School Business Officials
PROFESSIONAL DEVELOPMENT COMMITTEE
Minutes for November 19, 2025
9:00 am – 10:00 am

Chair: Neil Cassabon, Warren Woods

The meeting was called to order at 9:03 am

Attendees: Neil Cassabon, Warren Woods Public Schools, Leanne Brandell, Haslett Public Schools, James R, Tasha Speck, Owosso Public Schools, Jennifer McKay, Marysville Public Schools, Nancy. Vannortwick, Mason County Central School District, Kelly Dumas, Warren Consolidated Schools, Mary Beth Rogers, Clarkston Community Schools, Imran Mirza, River Rouge Schools, James Robinson, Harper Creek Community Schools, Krista Morris, Grand Blanc Community Schools, Michelle Sine, Charlotte Public Schools, Garylle Smith, River Rouge Schools, Debbie Kopkau and Courtney Byam, MSBO

Approved minutes from May 14, 2025.

Old Business

1. Reminder that a Group Solutions will be required starting July 1, 2027, for all tracks except for the Child Nutrition Director and School Purchasing Specialist. We have specific Group Solutions for each of the other tracks.
2. Foundations of Educational Data Management: Outcomes and Data Quality was offered at the MPAAA Conference as a pilot class. Rob Dickinson, Kelly Dumas, and Tasha Speck commented on the evaluations not being too substantive since they have conditioned their members to read the description. Rob commented that the session was as it was described and presented well. Rob also mentioned since MiDataHub is not a required system that we should not add it to the SED certification track. MPAAA will be meeting soon and will discuss to bring a final recommendation to the committee.
3. The Technology Committee will be addressing the evaluations of Educational Data Management: A primer for Michigan Technology Leader which was offered at the MACUL Conference in March 2025. They will report back at the next meeting with a recommendation to add or not add to the Chief Technology Officer Certification program.

New Business:

1. Debbie shared the numbers of people enrolled in certification. Interesting to review. MPAAA said that if you look at the numbers in PAA, PAS, SED, match the numbers of people in their membership. Neil thought it would be nice to add the percentage of membership to the bottom. Here is the link to the certification numbers - [2025-26 Certification Stats.pdf](#)
2. Debbie shared the new look of the MSBO header and the certification badges. We had very positive comments. She had asked about adding a pin that looks like a badge. A few positive responses.
3. Debbie also shared that Ethics has been removed from the Certification Wrap-up session since Ethics should be offered earlier than the end of certification, so it was added to the

Introduction to School Business which is offered in the fall and then offered on demand throughout the year.

Practical Professional Development – What are you hearing and seeing

1. Krista Morris was looking for more information on purchasing beyond the School Purchasing Specialist. Courtney shared the renewal process and Debbie mentioned that there is a strand in purchasing at the MSBO Annual Conference in April.

Meeting ended at 9:40 am

Next Meeting – December 10, 2025 – 9 am Zoom call

Respectfully submitted,

Debbie Kopkau