Members Present: Bob Donaldson, Kellsey Fairris, Rick Jensen, Jon Laing, Tina Monroe, Evan Nuffer, Julie Omer, Brian Quinn, Nancy Rasinske, Barry Roney, Lori Schomisch, Michelle Sine, Robert Spagnuolo, Latisha Wolf

Others Present: Suzy Corbin, Bev White

Jon Laing opened the meeting at 1:15 pm

Program: Carol Baaki Diglio, Ed.S., CHRS, Consultant and Owner of Consulting by Diglio:
   “Are You A School District or District of Schools?”

Highlights:
1. School District or a District of School
   a. Are practices and procedures standardized across the entire district?
      i. Communicate Job Responsibilities
      ii. How are you communicating across the district?
      iii. Without transparencies from district leadership you create a culture that lacks trust, ownership, growth, and accountability.
      iv. What are you doing to build a trusting team that is accountable?

2. Setting Building and District Leaders Up for Success
   a. Set Clear Expectations
   b. Intentional Support

3. The Hiring Formula
   a. Financial Impact
   b. Master Schedule
   c. Staffing District Wide
      i. Start the process early

Communications:
   b. MSBO events
      2. January 14: Insurance and Risk Management, Webinar
      5. January 28: Accident Investigation Procedures, Webinar
      6. January 29: Food Service for the Business Manager, Webinar
      7. February 4: Transportation for the Business Manager, Webinar
      8. February 11: Overview of School Finance for Technology, Webinar
      10. February 19: How To Process and Evaluate Bids, Webinar

Participation & Cooperation - Our Key to Success
Regular Business:
   a. Review of December 13, 2019 Meeting Minutes

Roundtable Discussion:
1. Julie Omer: Nominations for MSBO School Business Official of the Year, Meridian Award of Excellence & Distinguished Service Award are due January 31, 2020
   https://www.msbo.org/newsletter/professional-accomplishments-deserve-recognition
2. Nancy Rasinske: Looking ideas for MSBO Outing

Meeting adjourned at 3:08 PM