



Inside This Issue

PG...ARTICLE

1... The Director's Desk
...LACA's New Staff Member

2...INFOhio News
...INFOhio Electronic Newsletter
... Special Education IEP Program

3...Fiscal Services
...Accounting
...Payroll

4...Technology Services
...8e6 Internet Filter
...New Generator
...Student Services
...ProgressBook

5...DASL
...IVDL SchoolNet Presentation

6...IVDL (Cont.)
...Update on Linda

Individual Highlights:

How To Contact LACA

info@laca.org

support@laca.org

library@laca.org

ivdl@laca.org

emis@laca.org

sis@laca.org

fiscal@laca.org

The Newsletter of the Licking Area Computer Association – Newark, OH

THE DIRECTOR'S DESK – Sandy Mercer

As the winter months settle in, we thought it would be a nice break to provide you with some exciting news at LACA! Each year we strive to improve services but for some reason, this year we have more progressive projects and changes to report than ever before. Almost every service area is undergoing some kind of transition. For example, we recently rewired our entire computer room and we now have a new power generator to guarantee uptime in case of a major power outage. We are upgrading our computer room with fiber based, fully redundant, standard configuration servers with over 1.1 terabytes of disk storage! We are studying our network connectivity to possibly migrate to fiber from your school building to LACA and onto the State's New Third Frontier Network. Many of our software applications, SIS

(Student Services), MultiLIS (Library Automation), and Progress Book (Classroom Management) are undergoing major transitions and upgrades, not to mention the number of additional web-based applications that are now offered as supplements to these existing services.

- Have you used the new web-based Online Requisition program?
- Have you heard about the new web-based Employee Leave Tracking system developed by the LCJVS?
- Have you logged into the DSL system where you can see all student demographics, schedules, academic history, test scores, and more?
- Have you recently tapped into the valuable electronic

resources available or attended a Professional Development Day hosted by the LCESC where the INFOhio resources were presented?

- Have you heard about our new web-based Distance Learning Order Tracking System? Check it out at www.laca.org/dlots and click on the presentation link at the bottom of the page for a description of this new video online ordering system.

Well... if any of these items intrigue you and/or you want to know more about them, read on and stay tuned for later information. Before you know it we will all *spring* into these new service offerings – literally!

LACA'S NEW STAFF MEMBER

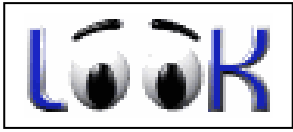
Please meet our new Network Coordinator, David Stein. David joined LACA in December, 2003. Prior to LACA, David's work experience included

eight years of Wide Area Network support at Bank One and AT&T.

In David's spare time he enjoys spending time with friends and family.



INFOhio NEWS



INFOhio's ER Vendor Preview celebrates its' 7th Year!

This year, 33 vendors are allowing all Ohio K-12 schools to preview over 130 educational resources to support curriculum and the current Core Collection. The timeline is January 15, 2004 to March 15, 2004. The preview is FREE! To preview any of the educational products available, go to <http://www.infohio.org> and select

EDUCATOR. Then select "Vendor Preview 2004" from the left menu. All educators, students, and their parents are welcome to investigate the preview pages and try the resources. Usernames and passwords necessary to access specific products are available on the "Product Overview" pages. Once the preview has ended, discounted prices on the preview resources are available to all Ohio school buildings. Try Preview 2004. We know you'll like it!

CLICK!

<http://www.infohio.org/Documents/RECORD/Vol8No2/Vol8No2main.html>

INFOhio ELECTRONIC NEWSLETTER

"INFOhio Record", INFOhio's online newsletter, is now available.

This six-page edition includes updates on all of INFOhio's five components. Learn more about INFOhio's Electronic Resources Vendor Preview for 2004, new and updated Curriculum Resource Catalog documents,

product updates and other new Web pages for INFOhio's Core Collection of Electronic Resources, ODE's new Technology Academic Content Standards, updates about INFOhio's library automation migration, Area Media Centers digital titles project, and more. Just click on the direct URL listed beside this article.

NEW WEB-BASED SPECIAL EDUCATION IEP WRITING PROGRAM



LACA is one of five DA-sites in the state who are currently piloting a new Special Education Software module through the DASL (Data Analysis for Student Learning) software development project. The other DA-sites are NEONET, TCCSA, SPARCC and LNOCA. As of February 10, 2004, LACA has about 70 teachers using the software live.

The web-based software features include:

- All Model Procedures Forms identified by ODE
- Data entry currently in a WYSIWYG format including spell checker
- Data entry in a non-WYSIWYG interface (under development)
- Ability to set student IEP goals and objectives with reference to the state curriculum standards

- Ability to keep active/current and archived IEPs
- Parent access module (still in test mode)
- Import/Export capabilities for EMIS data (under development)
- Enhanced database connector to work with DASL (under development)

LACA uses the Special Education software as an integrated module of the ProgressBook software. This integration allows for **all** teachers in the building to access and be a part of the IEP process for students they are also instructing.

A group of local Special Education Directors are working on supplemental forms that LACA will be adding to the software, so ask around your district and watch for more updates in the coming months. Contact Andy Kemmer or Sandy Mercer at LACA for more information.

(\$) FISCAL SERVICES (\$) (\$)

ACCOUNTING



PORQ vs. WebReq

As you all know, PORQ went away with the December release. We did not receive any calls from surprised users after the release was installed! Everyone was prepared for the change.

Melody trained approximately 50 people in November on REQSCN and WebReq. Everyone is now using these programs. There have been some enhancements to WebReq since it was released. You are now able to

search for "Deliver To" vendors by name or number. When you enter item descriptions, the program will now use proper word wrapping. You can read about all the enhancements by going to "change history" on the "About" page of WebReq.

If you would like to make arrangements for training on WebReq, please call Melody at (740-345-3400) or email fiscal@laca.org.

USALOAD/VENLOAD

A new program was added to USAS with the December release called VENLOAD. The VENLOAD program allows you to import data into the USAS master files from an outside source. This may include, but is not limited to, Excel, Access, Lotus and other third party software that have the option to export data in either a CSV (Comma Separated Values) or TAB (Tab Delimited) format. The VENLOAD program reads the data, imports

and validates it, then writes it to the USAS file structures, thus eliminating manual entry. VENLOAD has the ability to add vendors that do not currently exist or to modify existing vendor records. This might be useful for processing mass updates to varying fields.

This program may be helpful for those of you that are still updating vendor information to report New Hires.

PAYROLL

DEPENDENT CARE DEDUCTION TYPE

A new deduction type was added with the December Release. This deduction type is for dependent care annuities. The deduction type is DPCARE. This deduction type is to be used for section 125 annuities. This will eliminate the need to move amounts for W2 purposes.

The deduction screen for the DPCARE deduction type has a field for both employee and board amounts. There are also fields for employee and board adjustment

amounts. This eliminates the need for two deduction screens if the board pays part of the dependent care. This is the first step in updating all deduction screens to allow for both employee and board share on one deduction screen for annuitized deductions.

A new conversion program was also added that allows you to convert your dependent care deductions to the new DPCARE deduction type.

ABSRPT/ABS103

The ABS103 report has been updated to allow for additional selection options. The **Number of Days/Hours for a Specific Category Option** field allows a specific Leave category and number of days or hours to be entered. Any employee with ATDSCN transactions that are equal or less than the value

specified for selection will be listed on the output file.

You may want to use this option to determine which employees have used a specific amount of sick leave during the current fiscal year.

UPCOMING FISCAL ROUNTABLES AND TRAINING

March 12th – USPS Roundtable

April 15th - Fiscal Advisory Meeting

June 17th - Fiscal Advisory Meeting

April 8th – USAS Roundtable

June 3rd – USPS Roundtable

(Fiscal year end payroll closing)



TECHNOLOGY SERVICES

8e6 TECHNOLOGY INTERNET FILTER



On December 3, 2003, our district LACATech and CIPA committee members voted on which internet sites and categories to block using LACA's latest internet filter software, 8e6 Technology. Federal law mandates that each district set up internet filters to block inappropriate sites. LACA changed from Websense to 8e6 Technology to allow each district greater control over their internet filtering needs. Each district can choose to override

blocked sites or add sites to be blocked as they see fit.

The override request is done at the Superintendent and technology coordinator levels. If you have other questionable sites, they may be submitted to <http://www.8e6.com/submit> to be blocked or unblocked. If 8e6 accepts the change, please be advised it will take 24 hours for LACA database changes to take effect.

WHERE WILL YOU BE WHEN THE LIGHTS GO OUT?



LACA has recently installed a backup generator to ensure we can continue to provide our services, even in the event of a localized power outage. LACA had been protected by a Liebert Uninterruptible Power Supply (UPS), but the UPS would only provide a few minutes of uptime for the data center.

Now, with the generator in place, we have virtually unlimited supply of electricity allowing us to provide the services you depend on without interruption.

Now, when the lights go out in other areas, LACA will be online, and that means you will be too!

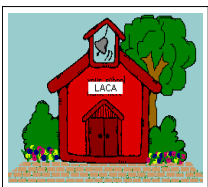
LACATech MEETING SCHEDULE

The LACATech committee will meet from 8:00 – 11:00 AM on the following dates:

- **April 7, 2004**
- **August 4, 2004**
- **December 1, 2004**
- **June 2, 2004**
- **October 6, 2004**

STUDENT SERVICES

PROGRESSBOOK STATUS UPDATE



Since the Fall 2003 Newsletter was distributed, ProgressBook has surpassed some significant milestones. One of which is the training of over 600 teachers since September of 2003. This brings LACA's ProgressBook user base up to over 1100 teachers. Another milestone achieved by LACA and ProgressBook is that it is currently being used in 51 of LACA's 68 buildings and we are only in the second year of the pilot.

For those that are unfamiliar with Progress Book, ProgressBook is an internet based grade book tool. Its many features include an attendance and lunch count recorder, an elementary report card builder, and the base grade book portion which keeps track of assignments as well as performs automatic averaging functions. It is mainly being used by teachers but does include interfaces for

Principals, Secretaries and Counselors.

Take a look at the new log-in page. It now contains links to many useful INFOhio reference tools as well as a link to a virtual office chat room where teachers can post general questions about ProgressBook and get them answered through real time conversations.

Many of you have heard rumors about a Special Education Module that will be a new compliment to ProgressBook and will contain all the State Mandated model procedures forms as well as references to all of authorized State Standards, Benchmarks and Indicators. We are hopeful that this project will be in use by mid to late February.

As always, any Progress Book questions from passwords to training should be directed to Andy Kemmer at akemmer@laca.org.

DSL? REFLECTIONS? SIS? E-SIS? MC-SIS? DASL? WHAT'S IT ALL ABOUT?

The new SIS package is on it's way!!! We are hoping to see parts of the new package yet this spring so that we can begin learning and evaluating the new software package. It will be called DASL and will be replacing the current SIS student services package that all of the secretaries and guidance staff have been using. It will be a point and click program with all the features of SIS and many, many more. The great thing about it is that it will function similar to the current SIS package in how the programs work but it will be much easier to navigate through and obtain the information needed. There will be little or no conversion since all the data is currently being transferred to DSL right now. The student package will contain the current DSL as we have now except that it will be updated. It will provide a customizable home screen that each building and district can enter calendars and announcements for the staff that log into DSL. Then attached to the DSL package will be the student package where scheduling, grades, etc will be handled. There will be additional reports capabilities and customizable report cards that eventually will have your school logo and be printed in a much better format than we currently have. The time-line for this to be completed and possibly even be running in a few schools is sometime during the 2004-2005 school year.

Some of you have seen the state software package called

E-SIS (formerly AAL) and it was a good package but did not have the functionality that we currently have in SIS. There were many things missing in the package that we have been doing for years that we cannot be without. The software was written in another state and did not meet the flexibility and functionality that Ohio schools need. Because of that, the DA-sites got together and began creating their own package based off of our current software. Each DA-site provided resources to support the development of the project.

For those schools that are using ProgressBook, this software will be compatible with this new software as well. The new DASL software will be web based, enabling access from any computer and eliminating the need for reflections or a special terminal emulation program.

We are really excited about this new package since it is being created by DA-sites designed to satisfy local needs of Ohio schools. It will fix a lot of things in SIS that worked fine but might have been a little cumbersome to get through – such as the homeroom assignment for a certain period of the day... and others. Keep watching this newsletter and your e-mail for more updates!

*Article courtesy of NCOCC – North Central Ohio
Computer Cooperative DA-Site*

LACA PRESENTS NEW IVDL ORDER FULLFILLMENT TOOL AT SCHOOLNET CONFERENCE

Eric Thompson, LACA IVDL Technical Coordinator, will share with participants at the SchoolNet conference the design and purpose of our **Distance Learning Order Tracking System** Monday, **March 1, (1:00-2:00)**. The Session will be called **IVDL: Automate and Conquer**.

DLOTS is an Information System LACA designed to help manage our Distance Learning Program. Built on SQL Server database, .net and active server pages, this system is a complete order fulfillment tool, which can automatically alert all the parties involved at critical phases by email, as well as act as an extensible historical repository for future reporting.

LACA has isolated within the cycle of the scheduling process seven distinct phases. The last 5 phases are inside the administrative back office that DLOTS directly supports. To see a hypertext Data Flow Diagram go to www.laca.org/dlots/present/ivdltracking.htm.

Select- Request-Receive-Schedule- Monitor-Evaluate- Close

In an attempt to bring the video distance learning provider

and the classroom closer together, parts of the system at these phases have been left open and do not require a login. For example, to see the status of an event, or provider contact information you do not need to login. Each phase has a corresponding two page set consisting of a summary page and a detail page.

DLOTS is not a video event finder database. It doesn't care about educational standards etc. We have seen the greatest challenge in the order fulfillment area. Content Selection and Order Forms are included to support the first two phases but they are not internal to the system.

DLOTS has been designed to save time and effort. The login process doesn't require the use of the mouse to position the cursor to the user name/password area. As soon as the home page loads, you can begin typing the user name. Once the password has been typed, pressing the enter-key logs in the school or the administrator.

You may find more at www.laca.org/dlots. Click on "about DLOTS" or on "presentation" at the bottom of the page.

See illustration continued on next page.

IVDL PRESENTATION Cont.

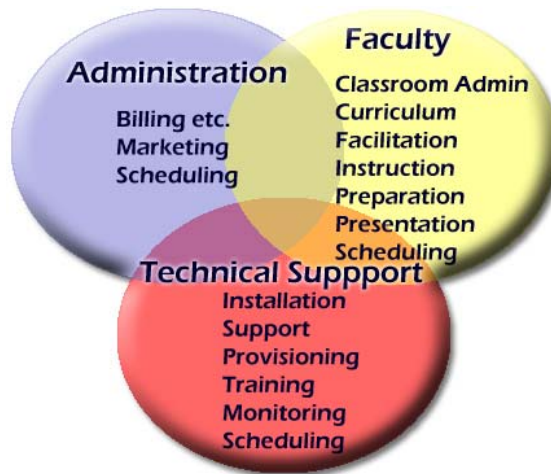


Fig. A –The current landscape of Video Distance Learning (Technical, Administrative, Faculty)
Both the Provider and the Requestor have all three roles.

LINDA STATUS UPDATE

Here is a status report on Linda Haynes, Student Services Coordinator. Linda had back surgery in January and is on the mend. The surgery went very well and Linda is recovering nicely.

In Linda's absence, Jerry is handling all SIS service calls and activities.

We wish Linda a speedy recovery and send our warmest regards to her and her husband.



195 UNION ST
SUITE 2-C
NEWARK, OH 43055

