



LACA Governing Board Meeting Minutes

May 9, 2019

Trevor Thomas brought the meeting to order at 9:00am. The following members were present to answer the roll call: Joyce Malainy (C-TEC), Jeff Brown (Granville EVSD), Trevor Thomas (Heath), Mary Kay Andrews (Lakewood), Kevin Snyder (designee, Lancaster City), Dale Lewellen (LCESC), Darian Kovach (designee, Licking Heights), Jo Lynn Torbert (designee, Licking Valley), Bill Seder (Mount Vernon), Amy Norman (designee, Newark City), Scott Hartley (North Fork), Scott Schmidt (Northridge), and Chad Carson (LACA). Representatives from Crooksville, East Muskingum, Johnstown, Maysville, Medina, Southwest Licking, Tri-Valley, and West Muskingum were unable to attend. Also in attendance were Ben Streby (C-TEC Treasurer, LACA Fiscal Agent) and Dean Reineke (Operations Director, LACA).

19-014 It was moved by Joyce Malainy and seconded by Dale Lewellen to approve the financial reports, budget appropriation modifications, FY20 Budget Appropriations, FY20 Fees, and minutes of the February 2019 Governing Board meeting as presented.

Chad Carson distributed financial reports from March 2019 (most recent available), budget appropriation modifications from February 2019 through May 2019, Budget Appropriations for FY20, and meeting minutes from the February 2019 Governing Board meeting via email prior to the meeting. Chad Carson also distributed proposed fees for FY20 showing a 0% increase of LACA fees. There were two pass-through fee changes. One was an increase in Student Information licensing from \$4.25 to \$4.45 for FY20. The second is a proposed fee for Classic and Redesign USAS and USPS that we anticipate will be put in place for FY20 at the June MCOECN Board of Trustees meeting. LACA has added this to our fee structure with the understanding that this fee may or may not be assessed for FY20, but we want our districts to be prepared for it.

A vote of approval was taken.

19-015 It was moved by Darian Kovach and seconded by Mary Kay Andrews to approve hiring Michael Spangler as Technical Support Coordinator at a salary of \$51,000, effective March 4, 2019, with a 15-month starting contract.

A vote of approval was taken.

19-016 It was moved by Dale Lewellen and seconded by Joyce Malainy to approve the LACA Personnel Committee Recommendations:

- a. Set the Salary Band "seed" percentage to 2.7% for FY20.
- b. Award a 2.7% increase for the LACA Executive Director.
- c. Amend the Salary Band Policy in the LACA Policy Manual as follows:



ORIGINAL WORDING

Education-related band increases will only be awarded for degrees that meet the following criteria:

- ANY degree obtained prior to employment at LACA in any field.
- Degrees obtained while employed at LACA after January 1, 2019 in a job-related Field of study as determined by the LACA Executive Director and the LACA Personnel Committee

PROPOSED REVISION

Education-related band increases will only be awarded for degrees that meet the following criteria:

- ANY degree obtained prior to employment at LACA in any field.
 - ANY degree obtained while employed at LACA prior to January 1, 2019 in any field.
 - Degrees obtained while employed at LACA after January 1, 2019 in a job-related field of study as determined by the LACA Executive Director and the LACA Personnel Committee
- d. Renew the following three-year contracts
- i. Melissa Elliott, Instructional Resource Coordinator
 - ii. Annie Epperson, EMIS Support Coordinator
 - iii. Leanne Phillips, Administrative Assistant
 - iv. Kari Snyder, Fiscal Support Coordinator
- e. Renew the following two-year contracts
- i. Patricia Zelei, Fiscal Support Coordinator
 - ii. Dean Reineke, Director of Operations
- f. Renew the following one-year contracts
- i. Jonathan Stoehr, Network Coordinator

Chad Carson explained the wording change in the LACA Policy Manual. The intent was to grandfather in any degrees obtained either before employment at LACA or before the Salary Band model was put into place. The original wording did not cover the case where employees already working at LACA earned a degree before January 1, 2019. The new wording covers all possibilities as was originally intended.

A vote of approval was taken.

19-017 It was moved by Kevin Snyder and seconded by Joyce Malainy to appoint Chad Carson as purchasing agent for LACA on non-biddable amounts up to \$50,000 for FY20.

This same motion was proposed and put in place in FY19, this motion simply renews this appointment for FY20.

A vote of approval was taken.



19-018 It was moved by Dale Lewellen and seconded by Scott Hartley to approve LACA's participation in the following MCOECN agreements for FY20:

- MCOECN Membership Agreement for \$12,750
- Ohio K-12 Network Agreement

A vote of approval was taken.

Trevor Thomas conducted the Election of Officers for the Governing Board and opened the floor for nominations. Trevor Thomas was nominated as LACA Governing Board Chairperson.

19-019 It was moved by Dale Lewellen and seconded by Mary Kay Andrews to accept the nomination of Trevor Thomas as LACA Governing Board Chairperson. A vote of approval was taken.

19-020 It was moved by Jeff Brown and seconded by Scott Hartley to approve the election of Trevor Thomas as LACA Governing Board Chairperson. A vote of approval was taken.

Dale Lewellen was nominated as LACA Governing Board Vice Chairperson.

19-021 It was moved by Jeff Brown and seconded by Mary Kay Andrews to accept the nomination of Dale Lewellen as LACA Governing Board Vice-Chairperson. A vote of approval was taken.

19-022 It was moved by Scott Hartley and seconded by Mary Kay Andrews to approve the election of Dale Lewellen as LACA Governing Board Vice Chairperson. A vote of approval was taken.

END OF MOTION SECTION

At the February 2019 Governing Board meeting, Chad Carson was asked to give a full presentation regarding moving to a Council of Governments organizational structure, vs. the current cooperative organizational structure. Chad presented a powerpoint describing the differences between a COG and a cooperative, the current landscape of CoG vs Cooperative across Ohio ITCs (13 CoGs vs. 5 cooperatives), and a possible plan/timeline needed to make such a move. Kimball Carey from Bricker and Eckler was present and contributed to the conversation, sharing information from other ITC cooperative-to-COG transitions that he has helped with. After discussion of the presentation, the board would like to see a more detailed breakdown of costs involved to make the transition, impact on costs of future services, and how the fiscal agent relationship between LACA and CTEC would change under a COG structure. No decision was made regarding whether to move to a COG at this time. Chad Carson and Dean Reineke will continue to gather more concrete fact and figures and will present findings at the September 2019 Governing Board Meeting.



Chad Carson asked XTEK, Pro On Call, and PM Power Products to join the meeting today and demonstrate their StaffAlerter products to the group. These products can help a district administrator provide emergency alerting options to their entire district with the simple click of a button, an app, or a web interface. StaffAlerter ties into existing systems as well as providing their own options for paging, alarms, and parent dialing. If this presentation interested you, and you need more information regarding StaffAlerter, please contact Chad Carson.

Chad updated the group on the state-wide ITC GenYes initiative. Mount Vernon and Maysville are two of the 21 districts across Ohio that are implementing the GenYes curriculum in their district in fall of 2019. They will go through training this summer with LACA personnel and start the program this fall. More updates will come as this initiative develops.

Chad Carson distributed new Vendor Data Release forms to all attendees. These forms authorize LACA to release student data to vendors whom the districts have contracts or agreements with for services. These vendors are selected by name on the Vendor Data Release form. Chad asked that the forms be filled out, signed and returned to him as soon as possible before school is out, as LACA gets requests for data exports over the summer.

19-023 It was moved by Jeff Brown and seconded by Bill Seder to adjourn the meeting at 10:25am.

A vote of approval was taken.

Future LACA Governing Board Meeting Dates for FY20

Meeting dates for FY19 and FY20 have been reserved. All meetings will take place at the Roosevelt Building, Room 204, Second Floor.

FY20

- September 5, 2019 – 9:00am
- December 12, 2019 – 9:00am
- February 6, 2020 – 9:00am (NOTE, this time has changed from the previously announced date due to a room conflict)
- May 7, 2020 – 9:00am

Reported by Chad Carson, Executive Director, LACA