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LICKING AREA COMPUTER ASSOCIATION

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held April 9, 1998, convening at 9:10 a.m.

The following members answered present to the roll call: Carol Reed, Ellen Towner, Velma Ransburg representing Licking Heights, Joanne Little, Jack McDonald, Rita Squires representing Southwest Licking, Norm Kennedy and Sandy Mercer. Marlene Wright arrived at 9:30. Mary Knicely and Melody Hewitt were also present for the meeting. Representatives from Heath, Johnstown, JVS, Northridge, West Muskingum and Maysville were not able to attend.

- 98-014 It was moved by Joanne Little and seconded by Ellen Towner to approve the minutes of the March 5, 1998 meeting. A vote of approval was taken.

Microfiche for December was distributed to each Advisory Committee member.

A summary was given of the State Software Release Meeting. The release will be installed on Monday April 13th from 7 to 10 pm. The release highlights will be E-mailed on Monday April 13th.

The Sick Leave Advance program has been updated to include two options of tracking advanced sick leave; advance sick leave available one time or advance sick leave available always. The new program PAYREC was introduced. This program is designed to automatically reconcile the district's payroll and deduction company checks like the AUTOREC program does for the budgetary checks. LACA will call and discuss with Park National Bank what is necessary to implement these programs. The new NEWCNT program was discussed in length. SSDT is in the final stages of rewriting this program and everyone is to review the information carefully to make sure that the new program will meet their needs. A copy of the new "Procedures for Month End Reports and Fiche" were distributed.

Mary Knicely did a demonstration of the new Local Professional Development Maintenance program. This program can be used to track professional development in the individual districts. After much discussion, it was decided that LACA will post a note in Forum stating the need for the program to display totals, limit access to read only to all but designated individuals, and the need for canned reports. It was also agreed that this program should be demonstrated for the LACA Governing Board Superintendents.

An update on EMIS training and a discussion of District Report cards followed. The UDMS training schedule was reported and a few of ODE's canned Safari reports were distributed to each district.

Sandra Mercer presented an update of the E-Rate filing and a reminder of the deadlines for the districts to file their forms. She also presented a Campus America (SIS software) update and announced that the state had cancelled the RFP for a new statewide student package.

Unfinished business consisted of the FYE backup tape problem and the Payroll Cleanup Checklist. LACA is still waiting on two backup tapes so that they can recreate their copy of the backup tape. The Checklist is still being developed.

The next meeting is scheduled for May 21, 1998.

- 98-015 It was moved by Joanne Little and seconded by Jack McDonald to adjourn

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the meeting at 11:05.

Reported by,

Sandra Mercer  
LACA Director