

f-19981217-min
LICKING AREA COMPUTER ASSOCIATION

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held December 17, 1998, convening at 9:20 a.m.

The following members answered present to the roll call: Brad Hall, Sue Ward, Shirley Dupps, Ellen Towner, Pat Horner, Jack McDonald, Charlotte Porter, Vicki Oyer, Carol Reed, and Sandy Mercer. Rita Squires represented Southwest Licking. Melody Hewitt, Becky Revercomb, Kathy Donahue, Terry Murphy and Gail Kirk, were also present for the meeting. Linda Porter and Chris Ciraky arrived at 10:30 and Judy McCord arrived at 11:30. A representative from Newark was not able to attend.

- 99-010 It was moved by Jack McDonald and seconded by Shirley Dupps to approve the minutes of the October 22, 1998, meeting. A vote of approval was taken.

Microfiche for September and October was distributed to each district. Reflection license agreements were also distributed.

Sandy Mercer presented a Governing Board update. LACA will be working with the Governing Board and LACATech committee to develop a relationship with the JVS, County Board, ITSCO, Fastrack, and local teachers to provide professional development to local teachers. LACA will be working with the treasurers offices to distribute fliers. Sandy stated that due to lack of enrollees, the ADMIN Email classes have been cancelled. She will be contacting each Superintendent individually to set up a training schedule. The recommendation for LACA to lease the additional space available has been withdrawn. Sandy presented an update on the Public Communication Subsidy and discussed school building connectivity costs and funding. She also stressed the billing problems that the districts are having with their phone bills for school building data circuits and recommended detailed review at the local level.

Mary Knicely presented an EMIS update and demonstration of the new SSDD version of the 5 yr forecast and the transfer program.

Sandy reminded everyone that we needed an authorization letter from the district superintendent to produce labels for the district report cards.

Sandy commended Chad for the smooth conversion to the Alpha. She also commended Mary and the rest of the LACA staff for helping to work out the bugs. There is no date set, but there is a plan to have FY98 accounting information on line. Sandy shared an Email she received on the district's Continuous Improvement Plan with regards to EMIS. Outstanding projects included working with Park National Bank on automatic check reconciliation and the development of a network service documentation. These should be completed by the first of the year.

Training certificates were distributed.

Discussion followed about year 2K. A tape was distributed to each district that discusses year 2k concerns and a spreadsheet for gathering data on local services was distributed.

An E-Rate update was presented and stressed local tracking of phone company bills.

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An outline of the New Treasurers Packet was distributed and discussion followed. Everyone is to review the outline and make suggestions on what should be included.

Melody Hewitt reviewed the State Software release notes and the accounting and payroll calendar year end closing procedures.

LACA Director Evaluation Forms were distributed. These should be returned to Carol Reed by January 15th.

The next Fiscal Advisory Meeting will be held on February 18th.

99-011 It was moved by Shirley Dupps and seconded by Ellen Towner to adjourn the meeting at 12:30.

Reported by,

Sandra Mercer
LACA Director