

LICKING AREA COMPUTER ASSOCIATION

Minutes of the meeting of the Licking Area Computer Association Governing Board held January 8, 1998, convening at 9:00 a.m.

The following members answered present to the roll call: Bob Heigle, Bill Mann, Nelson McCray, John Millisor, Gary Reed, Tom Slater, Gary Smetzer, Dale McVey and Sandra Mercer. Shirley Dupps was also present for the meeting. Valerie Bailey, Rick Evans, Terry Kopchak, Dick Murray and Raj Chopra were not able to attend.

- 98-021 It was moved by Gary Smetzer and seconded by Tom Slater to approve the minutes of the December 11, 1997, meeting. Vote: Smetzer, aye; Slater, aye; Heigle, aye; Mann, aye; McCray, aye; Millisor, aye; Reed, aye; McVey, aye.

- 98-022 Financial reports for the month of November were distributed to each Governing Board member. The financial status of LACA was reported by Shirley Dupps, the fiscal agent Treasurer, as of November 30, 1997, with a cash balance of \$452,239.95. Sandra Mercer commented that \$104,081.61 of the cash balance included the public communication state subsidy that would be distributed out to the districts in January. After further discussion, it was moved by Gary Smetzer and seconded by Nelson McCray to approve the financial reports as presented. Vote: Smetzer, aye; McCray, aye; Heigle, aye; Mann, aye; Millisor, aye; Reed, aye; Slater, aye; McVey, aye.

- 98-023 The personnel update included the distribution of the current LACA tuition reimbursement policy and recommended changes. Dale McVey moved and Gary Reed seconded to approve the rate of \$125 per quarter hour and \$188 per semester hour and each employee be limited to reimbursement of 12 quarter hours and 8 semester hours per 12 month period.
- 98-024 Nelson McCray moved to amend the motion to include the removal of item 4 from the policy and change item 2 to include "in a subject area approved by the LACA Director" at the end of the first sentence. Gary Smetzer seconded the motion. Vote: McCray, aye; Smetzer, aye; Heigle, aye; Mann, aye; Millisor, aye; Reed, aye; Slater, aye; McVey, aye. Sandra Mercer requested the ability to look into costs associated with the Board buying back three years of her retirement. It was agreed upon by all for her to call and report the cost/procedures at the next meeting.

The facility update included the distribution of a 5-year cash projection including estimated costs for LACA to move to a new facility, and documentation of floor plans for the Commerce Center building located on Union Street. The facility committee had toured the building prior to the start of the Governing Board meeting. Mid-Ohio, the owner of the building will remodel the space needed to meet the needs of LACA. Mid-Ohio estimated a 90-day time period for the space to be operational. Sandra Mercer will contact Mid-Ohio on lease rates for remodeled and non-remodeled space and produce a budget showing costs to member districts over a 5-year period and including an acceptable cash flow at the end of each fiscal year. Discussion included the desire to keep the LACA offices on the JVS property and the possibilities of building. Additional discussion included possibilities of businesses sharing in the costs for a new facility. Bob Heigle will contact the Chamber of Commerce on the possibility of a "Barn Raising". Gary Smetzer and Nelson McCray will contact Longaberger on possibilities of available space in their facilities. A special Board meeting may be called to discuss the facilities.

The Professional Development Exchange Program that was presented at the

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Last meeting was discussed. A budget was distributed. Sandra Mercer explained the costs presented to be "the worst case scenario". The Woodside facility could be used at Newark for training and cut most of the hardware costs. The new LACA facility could also be used to cut additional costs. Sandra Mercer stated she has contacted the SchoolNet office on possibilities of start-up funding and is waiting for a response. A detailed budget including specific district costs to implement and provide on-going funding to the proposal will be presented at the next meeting. The LACA Director stressed her reason for presenting this program was to provide quality training to teachers and that another DASite had begun a professional development program like this and was now bringing in outside costs to fund and help subsidize the costs of the DASite. The professional development program will be discussed at the next meeting and it was requested the Governing Board decide their interest based upon the Director's time involved in searching for grants/funding for the program.

E-Rate documentation was distributed and an update on the E-Rate was presented. LACA is planning to hold informational meetings and workshops to help the schools through the application filing process. LACA is also working on a detailed check sheet for schools to complete and help with the RFP/bidding process. Information on the January 6, SchoolNet workshop on the E-Rate was also presented in detail and ALL DISTRICTS were encouraged to send a representative to the Jan 15 SchoolNet meeting at COSERRC. The SchoolNet office had stated that they will not provide E-Rate support to districts who do not attend.

A survey of DASite costs for non-members was distributed. This will be discussed at the next Governing Board meeting.

Sandra Mercer stated that LACA and the JVS are currently working on the specifics of the Cisco Academy program. The JVS is planning to be one of the training sites in our region. The benefit of this program will provide quality employees for the schools to hire as tech support personnel at the end and during the 2-year program. Currently the JVS and/or LACA are looking into providing a Supervisor position for the region which covers 6 DASites in the Central/Southeast part of the state.

Unfinished business included gathering data on tech support currently being provided to the schools by LACA staff that is not part of LACA's contracted services, and costs for Hannah On-line.

New business included the e-mail request by a District Board member on the ability for Board's of Education to post web pages on LACA's server and the notice that the next Governing Board meeting is scheduled for March 12, 1998.

98-025 It was moved by Bob Heigle and seconded by Gary Smetzer to adjourn the meeting at 10:45 a.m.

Reported by,

Sandra Mercer
LACA Director