

LICKING AREA COMPUTER ASSOCIATION

Minutes of the meeting of the Licking Area Computer Association Governing Board held May 7, 1998, convening at 9:00 a.m.

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

Gary Reed was recognized on his upcoming retirement and 8 years of service on the LACA Governing Board. It was announced that Hank Gavarkavich will be the new Superintendent at Maysville.

- 98-030 It was moved by Nelson McCray and seconded by Bill Mann to approve the minutes of the January 8, 1998, meeting, the February 18, 1998, special meeting and the February 25, 1998, special meeting. Vote: McCray, aye; Mann, aye; Bailey, aye; Evans, aye; Heigle, aye; Kopchak, aye; Millisor, aye; Reed, aye; Knapp, aye; McVey, aye.

- 98-031 Financial reports for the months of January, February and March were distributed to each Governing Board member. The financial status of LACA was reported by Shirley Dupps, the fiscal agent Treasurer, as of March 31, 1998, with a cash balance of \$489,183.14. After further discussion, it was moved by Gary Reed and seconded by Bob Heigle to approve the financial reports as presented. Vote: Reed, aye; Heigle, aye; Bailey, aye; Evans, aye; Kopchak, aye; Mann, aye; McCray, aye; Millisor, aye; Knapp, aye; McVey, aye.

- 98-032 The LACA Director stated that all LACA staff evaluations were completed including the Director's. Copies were available for members requesting them. The LACA Director's goals for FY99 were also distributed to all Governing Board members. Bill Mann moved and Valerie Bailey seconded to issue a 2 year contract to Scott Tate, Communications Coordinator, effective July 1, 1998, a 2 year contract to Joey Alexander, Network Coordinator, effective July 1, 1998, and a 5 year contract to Chad Carson, Systems Manager, effective July 1, 1998. Vote: Mann, aye; Bailey, aye; Evans, aye; Heigle, aye; Kopchak, aye; McCray, aye; Millisor, aye; Reed, aye; Knapp, aye; McVey, aye.

- 98-033 The LACA Director presented the cost for the board to buy back 3 years of retirement service from PERS. After discussion, Terry Kopchak moved and Valerie Bailey seconded the motion to purchase 3-years of retirement service from PERS for the LACA Director. Vote: Kopchak, aye; Bailey, no; Evans, no; Heigle, no; Mann, no; McCray, no; Millisor, no; Reed, aye; Knapp, abstain; McVey, no.
- 98-034 The motion did not carry. Bill Mann moved and Bob Heigle seconded the motion for the personnel committee to meet with the LACA Director on the issue. Vote: Mann, aye; Heigle, aye; Bailey, aye; Evans, aye; Kopchak, aye; McCray, aye; Millisor, aye; Reed, aye; Knapp, aye; McVey, aye.

Sandra Mercer presented an update on the LACA facility move and stated that the move was currently targeted for the middle of September. The delay was caused from time needed by legal counsel to review and make appropriate changes to the wording of the lease. There would be a few days of downtime associated with the move, but schedules would be posted in advance and approved by the Fiscal Advisory Committee.

FY98 appropriation modifications were presented. Sandra Mercer stated

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98-035 that unencumbered equipment amounts would be rolled over into next year's appropriations based upon last year's motion to build capital. After further discussion, Nelson McCray made the motion to approve the FY98 appropriation modifications as presented and included the authorization by the fiscal agent Treasurer to balance all accounts as needed for June 30, 1998. Jim Knapp seconded the motion. Vote: McCray, aye; Knapp, aye; Bailey, aye; Evans, aye; Heigle, aye; Kopchak, aye; Mann, aye; Millisor, aye; Reed, aye; McVey, aye.

98-036 Sandra Mercer presented the state's announcement that LACA's current VAX hardware would need to be replaced with a new Digital Alpha system prior to December 31, 1999. With the current buyout of Digital by Compaq, the Director also stated that current discounts were being offered that would decrease LACA's cost for the new hardware. Sandra Mercer also stated that LACA currently pays for the monthly costs of one high speed link out to each member district up to \$500 per month, and with LACA's move, one district's connection cost would increase to \$650 per month. After discussion, Nelson McCray moved and Dale McVey seconded the motion for LACA to enter into a 3-5 year system hardware lease not to exceed \$40,000 per year and to increase LACA's provided communications link to each member district not to exceed \$650 per month. Vote: McCray, aye; McVey, aye; Bailey, aye; Evans, aye; Heigle, aye; Kopchak, aye; Mann, aye; Millisor, aye; Reed, aye; Knapp, aye.

98-037 Sandra Mercer presented the proposal for FY99 fees, the inflation proposal for fees beginning with FY00, a 5-year projection and costs by district, the FY99 appropriations, and the estimated FY00 and FY01 appropriations. Bill Mann moved and Nelson McCray seconded to approve the Proposal for FY99 fees including inflation fee effective FY00, the FY99 appropriations, and changes for Member/Non-Member contracts to reflect the approved fees. Discussion followed. Bob Heigle moved and Gary Reed seconded to amend the motion for the inflation fee to only be approved for FY00 and to be revised on a yearly basis. Questions were also raised on the need to approve changes to the contracts when the motion to approve the FY99 fees would provide the authority for the wording of the network fee and schedule A to change. Upon no objection, Bill Mann withdrew his motion and Bob Heigle withdrew his motion to amend the motion. To clarify each motion it was agreed to break out the items separately. Bob Heigle moved and Gary Reed seconded to approve the FY99 fees. Vote: Heigle, aye; Reed, aye; Bailey, aye; Evans, no; Kopchak, aye; Mann, aye; McCray, aye; Millisor, aye; Knapp, aye; McVey, aye.

98-038 Bob Heigle moved and Bill Mann seconded to approve the FY99 appropriations. Vote: Heigle, aye; Mann, aye; Bailey, aye; Evans, no; Kopchak, aye; McCray, aye; Millisor, aye; Reed, aye; Knapp, aye; McVey, aye.

98-039 It was moved by Dale McVey and seconded by Valerie Bailey to approve the inflation factor proposal for FY00. Jim Knapp moved and Nelson McCray seconded to amend the motion for the inflation factor not to exceed 4%. After more discussion, upon no objection, Jim Knapp withdrew the motion to amend the motion. Vote: McVey, aye; Bailey, aye; Evans, no; Heigle, aye; Kopchak, aye; Mann, aye; McCray, aye; Millisor, aye; Reed, aye; Knapp, aye.

98-040 Sandra Mercer presented the Hourly and Yearly Technical LAN Support Contracts for FY99. She also stated that LACA would need appropriate staffing in order to provide quality and sufficient support depending on the number of districts contracting for the service. After discussion, Bob Heigle moved and Valerie Bailey seconded to approve the Hourly and Yearly Technical LAN Support Contracts for FY99 as presented and included the authority for the LACA Director to hire additional personnel based upon the Network Coordinator salary schedule as revenue for LAN support contracts exceed costs for

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additional staff. Vote: Heigle, aye; Bailey, aye; Evans, aye; Kopchak, aye; Mann, aye; McCray, aye; Millisor, aye; Reed, aye; Knapp, aye; McVey, aye.

- 98-041 Dale McVey opened the nominations for officers. Dale McVey moved
98-042 and Nelson McCray seconded to nominate Bill Mann as Chairman. Dale
McVey moved and Nelson McCray seconded the nominations be closed.
Vote: McVey, aye; McCray, aye; Bailey, aye; Evans, aye; Heigle, aye;
Kopchak, aye; Mann, aye; Millisor, aye; Reed, aye; Knapp, aye.
- 98-043 Bill Mann moved and Valerie Bailey seconded to nominate Nelson McCray
98-044 as Vice-Chairman. Bill Mann moved and Valerie Bailey seconded the
nominations be closed. Vote: Mann, aye; Bailey, aye; Evans, aye;
Heigle, aye; Kopchak, aye; McCray, abstain, Millisor, aye; Reed, aye;
Knapp, aye; McVey, aye.

Advisory Committee updates included the distribution of information on a professional development program now available within state software and linked to the payroll files to track teacher certification, the request by the JVS to have read access for the guidance office personnel to the home school student records and the distribution of an authorization form for Superintendents to approve the access, the notice of a SIS User's Group meeting planned for fall and the request for school secretaries to be encouraged to attend, the reminder that districts only have until June 30, 1998, to take advantage of the \$1000 rebate toward the purchase of a printer for printing district grade cards at the building level, and LACA's current training/meeting schedule every other month with Technology representatives and Library/Media personnel.

- 98-045 Updates included the distribution and discussion of the MCOECN Reorganization Plan and Proposed Agreement and By-Laws. LACA is currently a member of the MCOECN and this membership and new reorganization would provide leadership, direction and support at the state level for the OECN DASites across the state. Terry Kopchak moved and Jim Knapp seconded to approve and ratify the amendments to the MCOECN Agreement and By-Laws as passed by a two-thirds vote of the Membership of the MCOECN at its meeting of April 24, 1998. Vote: Kopchak, aye; Knapp, aye; Bailey, aye; Evans, aye; Heigle, aye; Mann, aye; McCray, aye; Reed, aye; McVey, aye. Sandra Mercer announced that Bill Mann had been elected to serve as a representative for the central region on the Board of Trustees for the MCOECN effective July 1, 1998. Other updates included SchoolNet's announcement to begin working with schools around September on incorporating the revised technology plans and local professional development plans as part of the district Continuous Improvement Plan, an E-Rate update and important notice of the 7-day turnaround on problem resolutions with the 471 applications, and the JVS plan for a CISCO academy 2-year course for junior and seniors that may be offered next year in which students could earn CISCO certification.

Unfinished business included results from a DASite study on Non-member costs that showed LACA fees for non-members are inline with other DASites in the state.

New business included the notice that the next LACA Governing Board meeting would be held August 13, 1997, at 9:00 a.m. and would be the yearly combined Superintendent/Treasurer meeting.

- 98-046 It was moved by Bill Mann and seconded by Valerie Bailey to adjourn the meeting at 10:40 a.m.

Reported by,

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Sandra Mercer
LACA Director