

LICKING AREA COMPUTER ASSOCIATION

Minutes of the meeting/retreat of the Licking Area Computer Association Governing Board held October 14, 1999, convening at 9:00 a.m.

The following members answered present to the roll call: Rose Baublitz representing Granville, Jay Gault, Dan Montgomery, Lou Staffilino, Hank Gavarkavich, Tom Slater, Don Sullivan, Mark North, Don Green, Nelson McCray, Bill Mann and Sandra Mercer. The following board members were not able to attend: Charles Montgomery, Randy Stortz, and Dick Murray. Shirley Dupps and Mary Merrill were also present for the meeting.

- 00-010 It was moved by Dan Montgomery and seconded by Tom Slater to approve the minutes of the August 19, 1999, meeting. A vote of approval was taken.

- 00-011 Financial reports for the month of August were distributed to each Governing Board member. The financial status of LACA was presented by Shirley Dupps, the fiscal agent Treasurer, as of August 31, 1999, with a cash balance of \$271,806.68. After further discussion, it was moved by Tom Slater and seconded by Dan Montgomery to approve the financial reports as presented. A vote of approval was taken.

- 00-012 Shirley Dupps reported that LACA is now required to have a financial audit in addition to the JVS financial audit and LACA's procedural audit. The cost was estimated at \$5000. It was moved by Don Green and seconded by Hank Gavarkavich to approve an increase in appropriations by \$5000, to cover the cost of the audit. A vote of approval was taken.

- 00-013 The personnel update included the motion by Hank Gavarkavich to employ Lonny Claypool as Network Coordinator, for a one year contract through June 30, 2000, effective October 11, 1999, at a daily rate based upon an annual salary of \$42,392.00, with full benefits as referenced in the LACA Policy manual. Dan Montgomery seconded the motion. Vote: Gavarkavich, aye; D. Montgomery, aye; Baublitz, aye; Gault, aye; Staffilino, aye; Slater, aye; Sullivan, aye; North, aye; Green, aye; McCray, aye; Mann, aye.

- 00-014 Advisory updates included the distribution and detailed discussion of Internet Content filtering blocked categories. A detailed description of the software capability/database was presented. Sandra Mercer stated that districts currently have the following options: completely unblock certain workstations or buildings, forward suggestions/proposals to the LACATech Advisory committee to block and/or unblock complete categories, or implement local Internet filtering (which was not recommended, as the original intent of LACA providing the service was to save on the local cost and management of blocking servers/software.) It was moved by Dan Montgomery and seconded by Don Green to approve the Internet content filtering categories as presented. Vote: D. Montgomery, aye; Don Green, aye; Baublitz, aye; Gault, aye; Staffilino, aye; Gavarkavich, aye; Slater, aye; Sullivan, aye; North, aye; McCray, aye; Mann, aye. Sandra Mercer stated that the districts and LACA would need to review their Internet Acceptable Use Policies as most stated that no filtering was in place. Districts were advised to carefully word the filtering as Internet content filtering does not guarantee complete denial of access to inappropriate material/sites.

Nelson McCray had coordinated a trial period of the Hannah On-line e-mail services for the local districts. It was moved by Dan

Montgomery and seconded by Tom Slater for LACA to approve the Hannah On-line contact beginning Oct 15, 1999, and ending Oct 14, 2000, at an annual cost of \$3000, to be divided by the participating districts. A vote of approval was taken.

00-015

Updates included contract issues with the DSIS (desktop student information system) software, proposed by Dublin City Schools and Teachmaster Technologies. The recent BASA presentations on the new AAL/SMRS state student software was also discussed. Sandra Mercer reported that Jim Turk, the director of LGCA, a pilot site for the AAL/SMRS software would be at LACA on November 22, 1999, to demonstrate and discuss implementation issues. The Non-Fiscal Advisory committee members have already been notified and each district was encouraged to send up to three representatives to the presentation. Discussion then followed on the reporting and data analysis needs of the student software. Don Green commented on the work being done by the MVESC in regards to student testing records. Additional updates included the 10% cut by ODE in the OECN funding that has now been applied to an incentive component for DASite continuous improvement plans, and a detailed discussion on the recent ONEnet communication on T1 connectivity monies for FY00 and FY01.

Mary Merrill, from Merrill and Associates, was introduced as the retreat facilitator. Mary also facilitated the LACA staff retreat. At this point the LACA Board retreat began and Sandra Mercer, the LACA Director, presented a power point presentation on the services and future direction of the organization. SWOTs (strengths, weaknesses, opportunities and threats) and the current/future needs of the districts were discussed. Sandra Mercer shared the organizational values, mission, organizational chart and vision based upon the outcome of the LACA staff retreat. Discussion followed on the need to continue to grow the organization or stabilize and it was a general agreement by those present that LACA must continue to grow/advance. Four motions were presented and in the accordance with the remaining time left for the retreat the following motions were made:

00-016

Dan Montgomery moved and Don Green seconded to approve the LACA organizational chart as presented with the existing 10 positions and included the need for the personnel committee to review, realign, and recommend changes to the job titles, descriptions and responsibility factors. Vote: D. Montgomery, aye; Green, aye; Baublitz, aye; Gault, aye; Staffilino, aye; Gavarkavich, aye; Slater, aye; Sullivan, aye; North, aye; McCray, aye; Mann, aye.

00-017

Hank Gavarkavich moved and Dan Montgomery seconded the motion to contract with Temporary Services for a new Administrative Support position, through June 30, 2000, at a cost not to exceed \$14,000.00. Vote: Gavarkavich, aye; D. Montgomery, aye; Baublitz, aye; Gault, aye; Staffilino, abstain; Slater, aye; Sullivan, aye; North, aye; Green, aye; McCray, aye; Mann, aye. The LACA Director will develop the job description for the upcoming personnel committee meeting.

00-018

Mark North moved and Hank Gavarkavich seconded to table the motion to flow all district state connectivity money from ODE to LACA beginning FY2000 for the ongoing development of the school district/LACA network until more information is made available by the state. The motion included the direction by the Board for the LACA Director to fax clarifying and additional information as soon as possible to each Board member, set a special board meeting prior to the district application deadline with ODE, and research the ability for districts to submit their vote electronically if not able to attend the special board meeting. Vote: North, aye; Gavarkavich, aye; Baublitz, aye;

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Gault, aye; D. Montgomery, aye; Staffilino, aye; Slater, aye;
Sullivan, aye; Green, aye; McCray, no; Mann, aye.

00-019 Mark North moved and Don Green seconded to approve LACA to lead and plan a retreat of district staff, identified by each district Superintendent, to begin Nov 1, 1999, for future technology project implementation and development of a strategic plan to be presented at the March 2000, Governing Board meeting. A vote of approval was taken.

There was no unfinished business.

New business included the announcement that the next Governing Board meeting is scheduled for December 9, 1999, at 9:00 a.m.

00-020 It was moved by Don Green to adjourn the meeting at 12:30 p.m.

Reported by,

Sandra Mercer
LACA Director