

Licking Area Computer Association  
Minutes of the LACA Governing Board meeting held May 8, 2003 convening at 8:00 a.m. Nelson McCray called the meeting to order.

The following members answered present to the roll call: Kathy Lowery, Jay Gault, Dan Montgomery, Phil Herman, Hank Gavarkavich, Keith Richards, Tim Barrett representing Tom Slater, Don Sullivan, Forest Yocum, Kevin Snyder representing Marvin Wourms, Ron Cassidy, Nelson McCray and Sandra Mercer. Janice Streit and Doug Spade were not able to attend.

Dan Montgomery and Hank Gavarkavich were recognized for their years of service and congratulated on their upcoming retirement.

- 03-044 It was moved by Keith Richards and seconded by Dan Montgomery to approve the minutes of the March 13, 2003 meeting. A vote of approval was taken.

Sandra Mercer presented the legislative budget overview for the May 14th luncheon. All districts were encouraged to send two representatives to the luncheon. Keith Richards will be the presenter if Tom Slater is not available.

- 03-045 It was moved by Dan Montgomery and seconded by Keith Richards to approve the successful evaluation of the Progress Book pilot year including a commitment that all LACA member districts excluding Granville would participate in the service program by FY06. A vote of approval was taken.

Progress Book commitment letters for FY04 were distributed. Each district or building that did not participate in the pilot year and interested in implementing Progress Book in FY04 were asked to complete and submit the form to LACA as soon as possible.

The Financial report for March was distributed to each member. The financial status of LACA was presented by Sandra Mercer. LACA ended March, 2003, with an unencumbered cash balance of \$989,804.16. A 5-year cash projection and the FY03 appropriation modifications totaling increased expenditures of \$8,000.00 and increased revenues of \$11,491.20 were presented. The FY04 fee proposal, FY04 appropriations including district projected costs/fees through FY07, and Non-public network connectivity fees for FY04 were also presented.

- 03-046 It was moved by Keith Richards and seconded by Hank Gavarkavich to approve the following:
- o March Financial report
  - o FY03 Appropriation Modifications as presented and include the authorization by the fiscal agent Treasurer to balance all accounts as needed for June 30, 2003, and roll over all unencumbered equipment costs to next year's appropriations
  - o FY04 Fee Proposal includes Progress Book at \$5.00 per ADM and the FY03 WAN increase will again be paid out of LACA'S WAN Network Pool
  - o FY04 Appropriations including 5 year projection
  - o Non-Public Network Connectivity Proposal for FY04
- A vote of approval was taken.

- 03-047 It was moved by Dan Montgomery and seconded by Hank Gavarkavich to approve review of LACA's FY03 CIP and new FY04 Continuous Improvement Plan for submission to the Ohio Department of Education. A vote of approval was taken.

- 03-048 It was moved by Dan Montgomery and seconded by Don Sullivan to approve changing Schedule A on all master Service Level Agreements

to remove OCIS, add Progress Book and change all contract billing to semi-annual in July and January. A vote of approval was taken.

Beginning in FY04, ODE will directly bill districts using OCIS, the Ohio Career Information System.

- 03-049 It was moved by Keith Richards and seconded by Hank Gavarkavich to establish a Fiber Steering Committee, made up of two representatives from the Governing Board and each Advisory Committee, to recommend a course of action by 9/30/03 which will encompass the phased implementation of a fiber network to each LACA district. A vote of approval was taken.

Tom Slater and Janice Streit were recommended to serve on the committee. Brian Wilson was also recommended to serve on the committee, representing the Fiscal Advisory committee.

- 03-050 It was moved by Dan Montgomery and seconded by Keith Richards to elect the same Governing Board Chairman (Nelson McCray) and Vice-Chairman (Ron Cassidy) for FY04. It was moved by Keith Richards and seconded by Kathy Lowery to close the nominations. A vote of approval was taken.

Keith Richards and Marvin Wourms were added to the LACA personnel committee with the positions vacated by Dan Montgomery and Hank Gavarkavich.

The presentation/discussion portion of the meeting included the following highlights:

LACA has met with Mid-Ohio Development and is currently discussing future lease options. LACA's current lease is up in September 2005. Discussions include extending the lease, amortizing the cost of a power generator for the facility, and expansion options. The costs for these lease options are not yet available, but an anticipated 2% increase in the current lease has been included in the financial projections. More information will be available at the next LACA Governing Board meeting.

Nelson McCray requested the Superintendents complete the LACA Executive Director evaluation and send in if not already done. A copy of the evaluation form will be e-mailed.

A copy of the proposed video services fee schedule beginning in FY05 was presented for input.

The DASL/Progress Book update included LACA's plans to create a DASL project plan to share with the schools in the fall of 2003. The special education module that will be available in the fall was also discussed. Districts are to use the cost figures in the FY04 appropriate packet for the Special Education software. There are no additional costs for Progress Book schools to use this feature.

LACA would be interested in pursuing additional support for eSchools. Districts are to contact LACA if they are interested. LACA hosted a recent software presentation on eLearning tools and will have more information at a future Governing Board meeting.

Districts were reminded of the requirement to complete the ONEnet application in July via the SchoolNet's website. LACA will send out reminders through e-mail when the notification is received from SchoolNet.

Sandra Mercer shared a copy of the new regionalization plan by

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OESCA including the DASite boundaries. After detailed discussion, it was agreed upon by all to have the LCESC host a meeting with the districts in Muskingum, Coshocton, Morgan, Fairfield, Perry and Hocking counties on June 11, 2003, to discuss the plan. Details will be sent out when the arrangements are finalized.

Each Governing Board member received a district contact list to complete and send back to LACA.

Tentative meeting dates for FY04 were presented. These dates will be finalized at the next LACA Governing Board.

August 14, 2003, at 8:00 a.m.  
October 9, 2003, at 8:00 a.m.  
December 11, 2003, at 8:00 a.m.  
January 8, 2004, at 8:00 a.m.  
March 11, 2004, at 8:00 a.m.  
May 13, 2004, at 8:00 a.m.

The next meeting will be held August 14, 2003, at 8:00 a.m. at the LACA offices.

03-052 It was moved by Dan Montgomery and seconded by Keith Richards to adjourn the meeting at 10:10 a.m.

Reported by,  
Sandra Mercer