

## Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held January 14, 2010, convening at 9:00 am. Nelson McCray called the meeting to order. The following members answered present to the roll call: Tom Forman, Jay Gault, Thomas Tucker, Steve Short, Doug Ute, Scott Hartley, Forest Yocum, Mark Neal, Dennis Souder (representing Scot Prebles), Nelson McCray, and Jon Bowers.

Also in attendance was Tim Owen.

**10-028** It was moved by Steve Short and seconded by Forest Yocum to approve the minutes of the December 17, 2009 meeting.

A vote of approval was taken.

The financial status of LACA was presented by Jon Bowers. LACA ended December 31, 2009 with an unencumbered cash balance of \$1,217,455.34. The FY10 5-year cash projection ending June 30, 2013, was also presented.

**10-029** It was moved by Tom Forman and seconded by Forest Yocum to approve the following financial items:

- December 2009 Financial Reports (Unencumbered cash balance of \$1,217,455.34)
- FY10 5-Year Projection

It was noted that the 5-year projection for LACA forecast \$521,602.32. A vote of approval was taken.

Personnel Committee Recommendations were presented. It was recommended to accept the Letter of Resignation from Barbara Wesley, the job description modifications to Student Services Support Manager and the employment of Bobbie Warthman as Student Services Support Manager, effective January 18, 2010, at an annual salary of \$58,188.99.

**10-030** It was moved by Jay Gault and seconded by Forest Yocum to approve the Personnel Committee Recommendations:

- a. Resignation of Barbara Wesley, effective February 5, 2010.
- b. Job description of Student Service Support Manager
- c. Employment of Bobbie Warthman as Student Services Support Manager, effective January 18<sup>th</sup>, 2010 at annual salary of \$58,188.00.

A vote of approval was taken.

A three (3) year extension to the lease contract for the LACA facility was presented. The long term facility needs of LACA were also discussed.

**10-031** It was moved by Tom Forman and seconded by Doug Ute to approve the three-year extension to the LACA Facility lease for 195 Union Street, Newark, Ohio.

### Meeting Presentations/Discussion

A revised version of the FY11 Budget was presented. Cost factors that have been confirmed and included are the staffing changes approved above and the facility rent. The budget reflects removal of SpS state support, decrease in district K-12 Network Funding and a 22%

reduction in state funding. The goal of the FY11 budget will continue to be maintaining a 0% (zero) increase and 5% increase in consecutive years. Jon Bowers has identified the greatest expenses and will focus on reducing them where possible.

Jon Bowers shared that the final FY08 and FY09 Financial Audit report has been put on the LACA website at: <http://www.laca.org/Usergroups/Superintendents/>

It was explained that The last release of SpS – 9.2.3 is causing an issue where all EMIS data is not being put into DASL. LACA is continuing to test the release and postponing deployment of the application in the live environment.

Jon Bowers Reported that the DASL Task Force has drafted the terms of the agreement for Software Answers to take over DASL development and out-of-state licensing. Alex Brown, a software licensing specialist with Bricker & Eckler, is reviewing the document. Software Answers is also beginning dialogue with BIG (the current developers) to potentially hire knowledgeable programmers to ensure a smooth transition of support and knowledge for the project. While reducing current software costs is a top priority, there is not a clear indication of what savings can be expected. SpS licensing would increase to reflect the increased development and support necessary to stay abreast of Office of Exceptional Children requirements. LACA will likely continue with SpS support if these negotiations are successful to minimize impact on ITC's using SpS.

#### Projects / Emerging Technologies / Discussions

The deadline for submitting 470's (RFP's) has been set as January 14<sup>th</sup>. Any district who has not posted a 470 has been contacted. It is anticipated that E-Rate funding will provide LACA schools with over \$777,000 for FY11.

The EVSAAS project adds student names to the Value Added data so districts can make better use of the value added that is returned to the district. The following districts have submitted the Vendor Release form so LACA can submit their student data: Granville, Heath, Lakewood, Licking Heights Mount Vernon, Newark, North Fork, Southwest Licking and West Muskingum. LACA has signed the agreement with ODE to submit data on districts' behalf. Additional districts wanting to participate should contact Jon Bowers.

#### MCOECN/ODE Updates

After months of delay, the first processing of October FY10 EMIS data will be submitted January 15, 2010. October processing will start out using the old method of reporting. EMIS-R is still in the phase 1 testing. The flat file submission of data appears to be going well. A determination will be made later whether October will finish using the old method of reporting or the new EMIS-R using the flat file submission.

A brief demonstration of the D3A2 application was provided. Funding has become available for D3A2 project support through a federal grant awarded to ODE. LACA has submitted an application to receive D3A2 funding for support of our schools. In FY09, LACA received \$25,663.13 in state funding to support D3A2. A training schedule for D3A2 training sessions was presented.

Jon Bowers shared that Bruce Hawkins of the MCOECN has suggested that ITC directors send Francis Pompey, the COO of ODE, a list of Governing Board dates so that he can schedule to attend ITC meetings to learn more about the services that ITC's provide. Jon Bowers will provide those dates and give advance notice to superintendents if Mr. Pompey's attendance is anticipated.

It was also explained that eTech has taken over the responsibility for developing a State Educational Technology. eTech submitted their plan late on December 31 and are seeking comment. The plan has been placed on LACA's Superintendents' webpage if school staff are interested.

#### Unfinished Business

Jon Bowers announced a presentation by Sarah Moore of Britton, Smith, Peters and Kalail, had been arranged for member district Public Records Officers, DASL Team Leaders and Special Education Directors. Ms. Moore is an expert in the area of student records retention. The meeting is scheduled for January 28, from 10:30 am, following the EMIS Coordinator Meeting. This meeting will be held at C-Tec. Attendees will need to enter from the Adult Education side of the building.

#### New Business

Due to the increased number of releases of DASL, ProgressBook and SpS, LACA must be increasingly sensitive to busy user times when installing updates, which can often take up to two hours. Nightly routines which synchronize data between the two databases run from around 12 am to 6 am. A proposed time of 10 pm to 12 am will be presented to EMIS, DASL and Special Education staff for discussion before a final determination is made.

Meeting Dates for FY10 are March 11, and May 13, 2010.

**10--032** It was moved by Dennis Souder and seconded by Thomas Tucker to adjourn the meeting at 10:00 a.m.

Reported by,

Jonathan Bowers  
LACA Executive Director