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.

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. 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.

00-011 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.

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.

00-013 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
an annual cost of $3000, to be divided by the participating districts.
A vote of approval was taken.

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;
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.

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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