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Licking Area Computer Association

Minutes of the LACA Governing Board meeting held October 14, 2004, convening at 9:00 a.m. Nelson McCray called the meeting to order.

The following members answered present to the roll call: Jay Gault, Janice Streit, Gary Reed, Keith Richards, Tom Slater, Forest Yocum, Doug Spade, Kevin Snyder representing West Muskingum, Ron Cassidy, Nelson McCray and Sandra Mercer. Jackie Piar arrived at 10:00 a.m. Kathy Lowery, Doug Heuer, and Phil Herman were not able to attend the meeting.

- 05-013 It was moved by Keith Richards and seconded by Tom Slater to approve the minutes of the August 12, 2004 meeting. A vote of approval was taken.

The Financial Report for August, 2004, was distributed to each member. The financial status of LACA was presented by Sandra Mercer. LACA ended August 31, 2004, with an unencumbered cash balance of \$439,751.79. FY05 appropriations modifications were also presented and included increases to expenditures of \$11,375.00 and increases to revenues of \$5,860.09. Sandra Mercer stated that the decrease to the unencumbered cash balance compared to last year was due to the declining balance to the network pool fund and outstanding E-Rate invoices to the SLD in the amount of \$117,684.45.

- 05-014 It was moved by Tom Slater and seconded by Janice Streit to approve the following financial recommendations:
1. Financial reports - August
 2. FY05 Appropriation Modifications - October
- A vote of approval was taken.

- 05-015 It was moved by Keith Richards and seconded by Tom Slater to approve LACA's Service Provider Contract for Internet Services and rates for FY06. A vote of approval was taken.

There will be a meeting immediately following the Governing Board meeting, at 10:30 a.m. on the E-Rate changeover for the Superintendents, Treasurers, and LACATech representatives.

- 05-016 It was moved by Tom Slater and seconded by Forest Yocum to approve LACA's E-mail Usage Policy effective December 1, 2004. A vote of approval was taken.
- 05-017 It was moved by Keith Richards and seconded by Janice Streit to approve LACA's Network Security Policy. A vote of approval was taken.

Both policies were recommended for adoption by the LACATech Advisory Committee.

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

Senator Jay Hottinger was in attendance to discuss the bill to be proposed in November by Rep. Setzer. His assistance to support and secure the future of the DASite services and funding to the school districts was presented by the LACA Superintendents. They stated it was a vital component for their schools. Senator Hottinger shared his appreciation in hearing about LACA's services and encouraged communication from the Superintendents as OREDS is addressed in the legislature.

Melody Hewitt, LACA Fiscal Coordinator is currently on extended medical leave for shoulder surgery. Mary Knicely, Jon Bowers and Sandra Mercer

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are currently filling her duties and it is hopeful that she will return to work in November. The IVDL Technical Coordinator position is also vacant due to a staff resignation on this past July. Sandra Mercer will be in contact with the LACA Personnel Committee about the replacement for this position within the next couple of months.

The Phase 1 of the Fiber Feasibility Study is complete and the report is in the final stages. A copy will be distributed to each Governing Board member. Next steps are still waiting on feedback from recent and upcoming state meetings on the Third Frontier Network. At the last LACA Governing Board meeting, it was agreed not to move forward with any timeline steps until the direction/progress of the Third Frontier Network is established.

LACA has already scheduled over 100 video classes for this school year. On Wednesday, Oct. 13, ITSCO also presented Chalkwave Video on Demand to the LACATech Advisory Committee. Tom Slater stated that North Fork plans to contract with ITSCO for these additional video resources for students.

Software transition updates included full Sirsi conversions (library automation) and pilot DASL conversions are being planned for spring 2005. There are now three districts at NOACSC piloting the Day 1 version of the DASL software (replacement for McSIS - Student Services). A fall SIS/EMIS User group meeting is being planned for November where district personnel will have an opportunity to view the new DASL software/features.

The Progress Book update included that the parent website is now up and running at some of the LACA schools, grade card processing is underway and the special ed module is moving forward. ODE plans to announce state grants that will be available for ANY site supporting an automated package for management of special education student records. More information will be shared with the districts on this grant opportunity as soon as information is posted by ODE. A new curriculum module will begin the conceptual design phase this fall. LACA will be hosting a meeting with curriculum specialists and the developers on October 20, 2004, at LACA. Additional staff who would be interested in attending this meeting, are to contact Sandra Mercer.

Jim Daubenmire at ODE has been contacted about presenting an EMIS workshop for the LACA Superintendents (and others). We have discussed with him the issue of retained 9th graders and the new 4-year requirement for graduation rate. He agrees that a session would be beneficial and is asking for input on topics that you would like to have them present. Please send your requests to Sandra Mercer or Mary Knicely so a meeting can be organized.

At the request of a couple of District Superintendents, LACA has developed a building principal training workshop titled "A Tour of LACA's Services". This workshop concentrates on LACA's services and data that are of interest to building principals. A copy of the agenda was distributed at the LACA Governing Board meeting.

LACA is researching Microsoft Exchange as a possible replacement for Webmail, LACA's web-based e-mail client software. Software comparisons, hardware configurations, cost and functionality are all being reviewed. Detailed information on the research and future direction for webmail will be presented at a future Governing Board meeting. A presentation of Microsoft Exchange has been shared with the LACATech Advisory along with discussion about LACA's web hosting services. Both items have a high priority with the LACATech Advisory Committee.

The MCOECN update included information on TRECA's membership to the MCOECN and the BASA Technology Committee. DASite CIP reviews are being completed

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by ODE and now include 33 indicators. Results will be posted on ODE's website within the next couple of weeks.

The next LACA Governing Board meeting is scheduled for December 9, 2004, at 9:00 a.m.

05-018 It was moved by Janice Streit and seconded by Tom Slater to adjourn the meeting at 10:25 a.m. A vote of approval was taken.

Reported by,
Sandra Mercer