

gb-20050310-min
Licking Area Computer Association

Minutes of the LACA Governing Board meeting held March 10, 2005, convening at 9:00 a.m. Nelson McCray called the meeting to order.

The following members answered present to the roll call: Denny Souder representing Kathy Lowery, Jay Gault, Doug Heuer, Phil Herman, Janice Streit, Gary Reed, Keith Richards, Tom Slater, Forest Yocum, Marvin Wourms, Cory Thompson representing Ron Cassidy, Nelson McCray and Sandra Mercer. Jackie Piar arrived at 9:30 a.m. Doug Spade was not able to attend the meeting. Jon Bowers was also in attendance for the meeting.

05-030 It was moved by Tom Slater and seconded by Keith Richards to approve the minutes of the January 13, 2005 meeting. A vote of approval was taken.

The Personnel Committee report included the following items and recommendations:

1. Review of LACA staff evaluations
2. Staff Contracts effective July 1, 2005:
 - Trish Baker, Media Resource Coordinator - 3 year
 - Jerry Eby, Student Services Manager - 3 year
 - Melody Hewitt, Fiscal Coordinator - 3 year
 - Andy Kemmer, K-12 Classroom Data Manager - 3 year
 - Mary Knicey, Administrative Applications Manager - 3 year
 - Helen Morris, Administrative Assistant - 2 year
3. Salary increases per the presented salary schedule effective July 1, 2005 and totalling \$779,365:
 - a. Base increase of 3.5%
 - b. Job responsibility factor changes:
 - David Stein, Network Coordinator - .45
 - Andy Kemmer, K-12 Classroom Data Manager - .45
 - Jerry Eby, Student Services Manager - .55
4. New position, job description, and responsibility factor of .25 for K-12 Special Services Coordinator (replacing IVDL Technical Coordinator position)
5. Revised LACA Organization Chart and Revised Job Descriptions

A copy of the salary schedule, new job description, and revised Organization Chart were distributed to each Governing Board member.

05-031 It was moved by Keith Richards and seconded by Janice Streit to approve the Personnel Committee report as presented excluding item 6. A vote of approval was taken.

The Financial Report for February, 2005, was distributed to each member. The financial status of LACA was presented by Sandra Mercer. LACA ended February 28, 2005, with an unencumbered cash balance of \$639,297.33. FY05 appropriation modifications were also presented and included decreases to expenditures of \$38,551.74 and decreases to revenues of \$38,551.74 due to decreased ONEnet (DS3 and Internet) expenses and ONEnet state funding.

05-032 It was moved by Doug Heuer and seconded by Cory Thompson to approve the following financial recommendations:

1. Financial reports - February
2. FY05 Appropriation Modifications - March

A vote of approval was taken.

05-033 It was moved by Tom Slater and seconded by Janice Streit to approve the expenditure (within FY05 appropriations) for a core network switch not to exceed \$65,000 pending the award of ODE's Special Education

Software Implementation grant. A vote of approval was taken.

Sandra Mercer presented a document on LACA's essential services and equitable ODE funding that was initiated by the DASite, NOACSC, and e-mailed to the LACA Governing Board in January.

05-034 It was moved by Keith Richards and seconded by Doug Heuer to ratify the LACA essential services and equitable funding document. A vote of approval was taken.

Sandra Mercer was directed to send the document to all legislators in Ohio via e-mail and carbon Susan Zelman, the State Superintendent, OSBA and BASA. LACA will also create e-mail distribution lists for the following and send them to the LACA Governing Board members: complete list of legislators, Finance Committee members, Education committee members, and Local Legislators.

Keith Richards presented a Budget Resolution Document.

05-035 It was moved by Keith Richards and seconded by Janice Streit to approve the Budget Resolution Document. A vote of approval was taken.

Each Board member was asked to have their local board of education ratify the resolution.

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

Sandra Mercer presented the creation of an oversight task force to address technology/legal situations that arise. Janice Streit, Keith Richards, Phil Herman, Kim Miller-Smith and Kevin Snyder all agreed to serve on the oversight task force. Issues of this nature will be discussed through audio conference calls.

Projected FY06 appropriations were presented in detail to each Governing Board member. Discussion included the need to prepare a local cost spreadsheet for each district beginning with FY05, the suggestion to incorporate incremental increases each year (rather than waiting to add large increases a couple of years out), and the impact if LACA is awarded ODE's Special Education Software Implementation grant in March/April of this year. Final FY06 appropriations will be forwarded in e-mail and will be on the May 12, 2005, LACA Governing Board meeting for approval.

A revised LACA Service Level Agreement for Member Districts was presented to the LACA Governing Board. Changes included the removal of all WAN Connectivity services/fees and reference to network services (now part of a separate Internet Service Agreement), the expansion of Attachment A listing details for escalation and LACA/District responsibilities (per ODE's guidelines for requiring all DASites to have a service level agreement with the districts), and minor wording changes. Each Governing Board member was asked to respond with any concerns on the changes. The revised LACA Service Level Agreement will be presented for final approval at the May 12, 2005, LACA governing Board meeting. Districts will be required to approve the contract at a local Board of Education meeting between May 12, and June 30, 2005.

HB 115, Setzer's bill replacing HB 567, has been introduced. Discussion followed on the contents of the bill. Sandra Mercer presented some concerns with the number of meetings (pulling resources from the districts/student), no specific mention of DASite funding and inclusion of non-public schools with no mention of additional funding.

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The OECN (Ohio Education Computer Network / DASite) Rules are in the process of being revised by a committee lead by ODE. Changes include changing DASites to Information Technology Centers (ITC's), a minimum of 12 member districts per ITC, and all served districts receiving voting rights. The MCOECN has representation on the revision committee and will keep the DASites informed of the progress/changes.

Sandra Mercer has contacted ODE (Jim Daubenmire) again about the need for a Superintendent EMIS session. Follow up will continue.

LACA software conversions are underway. The library automation software, Sirsi, is now live in 2 of LACA's districts, DASL is waiting on the completion of the Progress Book integration, and the e-mail conversion to MS Exchange is being relayed to the LACA Technology Coordinators.

The Third Frontier Network (TFN) project to connect all DASites in the state to the state fiber network is moving forward, but LACA has not yet received details for our connectivity timeline.

Keith Richards presented a Newark City School District 100% Tobacco Free School Policy.

Doug Heuer announced his newly accepted position with the Austintown Local School District effective in June 2005, and thanked all Superintendents for their support during his tenure at the Johnstown-Monroe Local School District.

No new or unfinished business was presented.

The next meeting is scheduled for May 13, 2005, at 9:00 a.m.

05-036 It was moved by Janice Streit and seconded by Doug Heuer to adjourn the meeting at 10:00 a.m. A vote of approval was taken.

Reported by,
Sandra Mercer