

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held May 14, 2009, convening at 9:00 am Nelson McCray call the meeting to order. The following members answered present to the roll call: Tom Forman, Ron Cassidy, Jay Gault, Thomas Tucker, Steve Short, Scott Hartley, John Shepard, Forest Yocum, Mark Neal, Denny Souder (representing Scot Prebles), Nelson McCray, and Jon Bowers.

09-048 It was moved by Forest Yocum and seconded by Tom Forman to approve the minutes of the March 12th meeting.

A vote of approval was taken.

09-049 It was moved by Tom Forman and seconded by Thomas Tucker to approve the following financial items:

- February and March Financial Reports
- FY09 May Appropriation Modifications
- Authorization by the Fiscal Agent Treasurer to balance all accounts as needed for June 30, 2009, and to roll over all unencumbered equipment and software budget amounts to next year's appropriations.

Jon Bowers explained that LACA appropriation modifications reflected video content funds, changes to school service contracts and unexpected increases in revenues due to growing use of SSEM and an unanticipated D3A2 subsidy. It was also explained that there are no anticipated funds for D3A2 in FY10.

A vote of approval was taken.

09-050 It was moved by Mark Neal and seconded by Forest Yocum to non-renew Linda Haynes' contract.

Jon Bowers explained the basis for the Personnel Committee recommendation not to renew Linda Haynes contract.

A vote of approval was taken.

09-051 It was moved by Ron Cassidy and seconded by Forest Yocum to approve the Agreement and Release of all Claims Agreement for Linda Haynes.

Jon Bowers presented a document drafted by Jim Burnes of Bricker & Eckler that will be presented to Linda Haynes.

A vote of approval was taken.

09-052 It was moved by Tom Forman and seconded by Forest Yocum to approve the following Personnel Committee Recommendations:

1. Salary Proposal per new performance-based scale, effective July 1, 2009
2. SSEM Extra Work Agreements, effective July 1, 2009
 - a. Special Services Education Module Analyst I – Meghan McLeish and Bobbie Warthman
 - b. Special Services Education Module Specialist I – Jerry Eby

The performance-based salary scale was presented as well as a draft of the performance criteria. It was explained that while the steps are larger – 4% and not 3.5% - they will only be granted for exemplary performance.

A vote of approval was taken.

09-053 It was moved by Steve Short and seconded by Mark Neal to approve the employment of Barbara Wesley for 13 months, effective June 1, 2009, at an annual salary of \$45,500.

Jon Bowers stated that Bricker & Eckler had been consulted regarding the ability to issue a 13 month contract and it was permissible. The LACA student services team is very excited about the skills that Barbara brings to their team.

A vote of approval was taken.

09-054 It was moved by Mark Neal and seconded by Tom Forman to approve the LACA Executive Director contract amendment to state that membership and associated costs for professional and public service organizations are paid by LACA.

It was discussed that the Personnel Committee recommends that the Executive Director join BASA and that LACA pay for membership. The contract amendment was presented; it included membership in up to three (3) professional organizations and one (1) civic organization.

A vote of approval was taken.

09-055 It was moved by John Shepard and seconded by Tom Forman to approve the following FY10 financial items:

1. MCOECN Membership agreement for FY10 for \$12,000 and DASL Licensing/Support for \$4.00 per ADM.
2. MCOECN HR Kiosk Project for FY10 at a cost not to exceed \$8,500.
3. Annual MCOECN Software Answers Special Service Support Agreement.
4. Three-year Symantec Anti-Virus software agreement to license all LACA schools' pc's at a cost not to exceed \$95,000.

A vote of approval was taken.

09-056 It was moved by Mark Neal and seconded by Jay Gault to approve the Fiscal Agent agreement to include annual fee of \$12,000.

Jon Bowers explained that the new fiscal agent agreement includes, in addition to providing a T-1 and allowing C-Tec to keep all accrued interest on funds, a \$12,000 fee. The fee was determined by comparing the fiscal agent fees paid by other ITC's. Jon Bowers also presented a message from Jim Burnes regarding the eligibility of LACA staff for SERS benefits even if LACA's Governing Board made finalized personnel motions and didn't make recommendations that C-Tec's Board would then approve. It was also explained that a formal letter advising LACA on any recommended changes that would be required so that C-Tec would no longer need to approve LACA financial and personnel motions. Jon Bowers will forward the communiqué when it is received.

A vote of approval was taken, Ron Cassidy of C-Tec abstained.

- 09-057** It was moved by Tom Forman and seconded by Ron Cassidy to approve the FY10 Service Level Agreement Fees (Fiscal, Student, EMIS, Library, Video) 4% increase over FY09 with the following Exception:
- FY10 Video fees will be based upon a total cost of \$118,600 divided by the number of contracting buildings and not to exceed FY09 fees.

09-058 It was moved by Scott Hartley and seconded by Tom Forman to approve LACA FY10 Service Level Agreement to include the option of Email Archiving Service at an annual cost of \$7.50 per user.

Jon Bowers explained that this is being presented as a recommendation from the LACATech committee that LACA offer this service to schools starting July 1, 2009. The MCOECN TSG has negotiated aggressive statewide pricing that is allowing LACA to offer this service.

A vote of approval was taken.

- 09-059**
09-060 It was moved by Jay Gault and seconded by Tom Forman to elect Nelson McCray as Chairperson and Scot Prebles as Vice-Chairperson. It was moved by Mark Neal and seconded by Scott Hartley to close nominations.

A vote of approval was taken.

Meeting Presentations/Discussion

It was explained that LACA is entering the third year of a three year agreement. Negotiations will be starting in June on the next agreement. LACA would like to continue this relationship with Software Answers. A new release of the Special Services Module (SpS) will be released to LACA this summer for testing. A plan is being developed for implementing the new software statewide. We will be consulting our special education directors as we devise the LACA implementation. Training is planned for September and October.

Negotiations with one potential vendor have fallen through, but discussions are continuing with another vendor. Greg Spencer, retired MEC ITC Director, is the new DASL Director; he is leading the discussions. Fees were set at \$4.00 per adm for the next year. We are planning a mid-summer upgrade of DASL that will run on the more secure SQL 2008. Districts will have at least two-week's notice before this outage.

Districts were encouraged to begin considering any potential construction when submitting applications in October. All potential construction that would require an internet connection should be place on the district's application.

A message was sent out earlier this week regarding the K-12 Network Subsidy and how it will be split into two payments – one in fall and one in spring. As LACA invoices for Internet Access Services in October, districts will need to budget funds to cover the \$1,500 shortfall per building. Jon Bowers explained that there is uncertainty of how much of the balance of the original funding will remain for the second subsidy payment.

In the last version of HB1 that was sent to the Senate, the two line items associated with ITC subsidies – line items 426 and 446 – were moved from under ODE's

budget to eTech Ohio's budget. The MCOECN and ITC's are gravely concerned about this as eTech is not familiar with the ITC functions related to these line items – basic subsidy for state software and EMIS. MCOECN lobbyists are working to have the language changed to return the funding under ODE. Currently, these line items constitute about 7% of the LACA budget.

Five Districts have been trained on the leave workflow. Two districts are piloting the IPDP module, though LPDC's will be able to manage teacher professional development. All districts have implemented the electronic pay slips through the kiosk. It is important to realize that using the kiosk in place of mailing direct deposit slips can be a significant financial and human resource savings.

LACA received approximately \$25,000 of D3A2 funding for FY09. While no more funds have been identified to support D3A2, ODE may be awarded a grant that would continue the project without district support. There have been discussions that a Basic D3A2 would be made available to all districts in Ohio and an Advanced D3A2 that districts would have to pay for. Twelve districts (except the LCESC and C-Tec) are in the pilot phase; with all Fall 2008 test results loaded.

We are implementing EMIS-R in three waves. During the first wave of training, it was determined that the software was not “connecting” to USPS software. This issue has been escalated to state support and we are awaiting a resolution before proceeding with any more implementations because the software is not functional. If EMIS-R not functioning properly by the end of May, we will submit EMIS data using our current method

Unfinished Business

Jon Bowers reported that Kimball Carey had reviewed the final version of the LACA Internet Acceptable Use Policy. He agreed that the language had been well-crafted.

New Business

The Attorney General's office has representatives who are conducting internet safety seminars for schools. Jon Bowers and Nelson McCray recently attended a training on internet safety conducted by the Attorney General's office. LACA's schools have been polled and expressed a strong interest in LACA arranging a presentation for all schools. The presentation will be scheduled in early September, 2009.

- a. Meeting Dates for FY09: May 14, 2009
Meeting Dates for FY10: August 13, October 8, December 10, 2009,
January 14, March 11, and May 13, 2010.

09-061 It was moved by Forest Yocum and seconded by Ron Cassidy to adjourn the meeting at 11:05 a.m.

Reported by,

Jonathan Bowers
LACA Executive Director