

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held December 17, 2009, convening at 8:00 am. Nelson McCray called the meeting to order. The following members answered present to the roll call: Tom Forman, Ron Cassidy, Jay Gault, Steve Short, Doug Ute, Scott Hartley, Mark Neal, Scot Prebles, Nelson McCray, and Jon Bowers.

Also in attendance were Ben Streby and Tim Owen.

Ben Streby was introduced as the new treasurer for C-Tec, the LACA fiscal agent, and Tim Owen was introduced as the new LACATech Representative.

10-019 It was moved by Scot Prebles and seconded by Mark Neal to approve the minutes of the October 8, 2009 meeting.

A vote of approval was taken.

The financial status of LACA was presented by Jon Bowers. LACA ended November 30, 2009 with an unencumbered cash balance of \$446,335.18. Final FY10 December Appropriation Modifications and 5-year cash projection ending June 30, 2013, were also presented.

10-020 It was moved by Tom Forman and seconded by Steve Short to approve the following financial items:

- November 2009 Financial Reports (Unencumbered cash balance of \$446,335.18)
- FY10 December Appropriation Modifications and 5-Year Projection

It was noted that the 5-year projection for LACA forecast \$518,802.32. A vote of approval was taken.

A purchased service agreement with Jane Galbraith was presented. Jon Bowers explained that Jane Galbraith has developed and delivered video content that has brought in revenue of \$1,200 since her original contract. She has also been trained on D3A2 and will conduct training for all districts in January and February.

10-021 It was moved by Tom Forman and seconded by Scot Prebles to approve the agreement with Jane Galbraith to provide D3A2 training for LACA schools and video content development and delivery at a cost not to exceed \$2,800.

A vote of approval was taken.

A Memorandum of Understanding with The Works was presented. It was explained that LACA would incur no expenses in the execution of the agreement. LACA would provide space for The Works to broadcast their presentations out in exchange for LACA being able to use the equipment when not in use.

10-022 It was moved by Scott Hartley and seconded by Doug Ute to approve the Memorandum of Understanding with The Works for LACA to house and support the Works' Polycom video system in exchange for free use of equipment when equipment is not in use. A vote of approval was taken.

An amended FY11 ISP contract amendment was presented to include a 5 MB of internet access option. The 5 MB option would be attractive to schools still using T-1's.

10-023 It was moved by Tom Forman and seconded by Mark Neal to approve the FY11 ISP Contract amendment to include a 5 MB of Internet Access Option. A vote of approval was taken.

Jon Bowers presented a suggestion by the state auditor that the Governing Board approve the Executive Director authority to make purchases up to \$25,000 on an annual basis.

10-024 It was moved by Scott Hartley and seconded by Mark Neal to approve the LACA Executive Director authority to make purchases up to \$25,000. A vote of approval was taken.

A LACA contract to deliver Interconnected Voice of Internet Protocol services to schools was presented. Jon Bowers explained that schools can get their IP phone service discounted through E-Rate by contracting with LACA for this service. The decision to participate is completely voluntary, but there is great potential for districts to save money by opting to purchase the service through LACA. It was also explained that while LACA will contract with DataServ for the first two to three years, the intent is to provide the service using LACA staff after that.

10-025 It was moved by Mark Neal and seconded by Tom Forman to approve offering a voluntary Voice over IP service contract pending final approval by Womble, Carlyle, Sandridge and Rice – the LACA E-Rate Legal counsel. A vote of approval was taken.

Jon Bowers presented the results of the FY08 and FY09 financial audit. The audit revealed no irregularities. The motion to waive a post audit conference was added to the agenda.

10-026 It was moved by Mark Neal and seconded by Scott Harley to approve waiving the FY08 and FY09 Audit conference. A vote of approval was taken.

Meeting Presentations/Discussion

A revised version of the FY11 Budget was presented. Cost factors that have been included are the removal of SpS state support, decrease in district K-12 Network Funding and a 22% reduction in state funding. The financial challenges facing schools as well as the need to alleviate any budget increases were discussed. 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 expenses where possible.

Jon Bowers presented the completed FY08 and FY09 Financial Audit and findings. There were no citations or comments by the Auditor.

It was explained that the last release of SpS – 9.2.1 – helped resolve some of the instability of the product which has negatively impacted users, but a number of districts have expressed a high level of frustration. LACA staff are working to resolve all possible issues. The next release will add EMIS integration from SpS into DASL. LACA will begin testing as soon as it is released.

DASL Directors have begun negotiations with Software Answers on the terms of an agreement for DASL development and support to be assumed by Software Answers. Jon Bowers serves on the Task Force that is developing the draft agreement. It is anticipated that the cost of DASL and Progress Book licensing would decrease as a result of a

successful agreement. SpS licensing would likely 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 13th. If a school has not submitted a 470, they are encouraged to do so. The last day to submit a 471 is February 11, 2009. The 471 is the form used to state for a district to specify the vendor they have chosen. Jon Bowers shared which districts had ISP contracts that would expire. Those districts will be notified by the end of the week.

This EVAAS 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. So far, about half of LACA districts have signed up for this. LACA simply requires a Vendor Data Release form be turned in with EVAAS noted. Jon Bowers presented which districts had provided permission to submit their data. Please ask Jon Bowers for this form or assistance.

MCOECN/ODE Updates

Funding cuts continue to be anticipated at 20 – 30%. Currently, state income is meeting projections, but there is a \$850m shortfall that needs to be addressed in order to secure stimulus funding.

Kathleen Harkin has been hired as the new eTech Executive Director, replacing David Barber, the interim director. Prior to joining eTech, she was director of the Central Ohio P-16 Initiative at the Franklin County Educational Council. She also spent time as interim assistant director in human capacity development at Columbus State Community College.

A new performance period for testing EMIS-R has been set for mid December. As a result of the delays in development, October reporting has been postponed until January 15, 2010 and data submissions will be done as in years past using the legacy system. The new system will be used to complete submissions later in the year if development is successful. Mary Knicely has been training district EMIS staff on the new system and will keep them abreast as testing begins so that they can assist with the testing of the new system.

Re-rostering in DASL has been complete so districts can now use D3A2 to see assessment data of current students in their classrooms. Jane Galbraith will be providing districts with training throughout January. If you have not done so, please contact Bobbie Warthman (bwarthman@laca.org) to arrange a date. A schedule of training dates will be distributed.

A subcommittee of the MCOECN has been drafting changes to Ohio Administrative Code 3313 which relates to ITC's. Recommended changes are primarily updating DA Site terminology to ITC, but also change the required professional development of ITC staff from 1.5 CEU's per year to 2.0 per year and lowering the required operating balance. Several ITC's have experienced financial difficulties in the past year and the easing of financial requirements was needed. The final change was to shift ownership of ITC's assets away from the fiscal agent, which caused legal problems with E-Rate.

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.

New Business

A flier including various professional development offerings was distributed.

A copy of the Executive Director Performance Evaluation was distributed to Governing Board members. Superintendents were asked to send completed copies to Nelson McCray at the LCESC by January 14th, the next Governing Board Meeting. All responses will be compiled onto a single document and presented at the Director's performance review.

Jon Bowers shared that the lease for the LACA facility will expire in 2010. He will seek a 3-year contract.

Meeting Dates for FY10 are January 14, March 11, and May 13, 2010.

10--027 It was moved by Jay Gault and seconded by Mark Neal to adjourn the meeting at 9:15 a.m.

Reported by,

Jonathan Bowers
LACA Executive Director