Minutes of the LACA Governing Board Meeting held May 13, 2010, convening at 9:00 am. Nelson McCray called the meeting to order. The following members answered present to the roll call: Tom Forman, Ben Streby (representing Joyce Malainy), Jay Gault, Steve Short, Doug Ute, Scott Hartley, John Shepard, Forest Yocum, Mark Neal, Chris Cashdollar (representing Sharon Smith), Scot Prebles, Nelson McCray, and Jon Bowers.
Also in attendance were Tim Owen and Dennis Souder.

10-041 It was moved by John Shepard and seconded by Scot Prebles to approve the minutes of the March 11, 2009 meeting.

A vote of approval was taken.

The financial status of LACA was presented by Jon Bowers. LACA ended April 30, 2010 with an unencumbered cash balance of $1,468,932.42. May Appropriation Modifications and the FY10 5-year cash projection ending June 30, 2013, were also presented.

10-042 It was moved by Forest Yocum and seconded by Doug Ute to approve the following financial items:

- April, 2010 Financial Reports (Unencumbered cash balance of $1,468,932.42)
- FY10 May Appropriations
- FY10 5-Year Projection

It was noted that the 5-year projection for LACA forecast $540,457.71. A vote of approval was taken.

Jon Bowers presented three (3) Personnel Committee Recommendations which included: a) the employment of Robert Rittenhouse for the duration from May 20, 2010 to June 30, 2011, effective May 20, 2010, based upon an annual salary of $43,750; b Video lead Teacher stipend of $200 per school contracting for LACA video services for FY11; and c) FY11 Salary Scale maintained at FY10 Salary Levels with 0 (zero)% increase.

10-043 It was moved by Scot Prebles and seconded by Forest Yocum to approve the Personnel Committee Recommendations:

a. Employment of Robert Rittenhouse for the duration from May 20, 2010 to June 30, 2011, effective May 20, 2010, based upon an annual salary of $43,750 .
b. Video Lead Teacher stipend of $200 per school contracting for LACA video services for FY11.
c. FY11 Salary Scale maintained at FY10 Salary Levels with 0 (zero)% increase.

A vote of approval was taken.

Jon Bowers presented the following contracts: MCOECN Membership Agreement at $12,000 and DASL licensing/support at $3.75 for FY11; MCOECN HR Kiosk Project at $9,500 for FY11; MCOECN TSG Disaster Recovery Participation Agreement at no cost; MVECA Purchased Services Agreement for INFOhio Support Services at a cost not to exceed $20,500; and FY11 LACA Fiscal Agent Agreement with C-Tec at a cost of $12,000.

10-044 It was moved by Tom Forman and seconded by Steve Short to approve the contracts.

A vote of approval was taken.

Jon Bowers presented FY11 Budget and 5-year Projection, based upon a 0 (zero)% increase in fees for FY11 and 3 (three) % increases for FY12, FY13 and FY14. The FY11 Service Level Agreement Fees (Fiscal, Student, EMIS, Library, Video) 0% increase over FY10 Service Contract were then presented.

10-045   It was moved by Tom Forman and seconded by Jay Gault to approve the Budget and Fees.

A vote of approval was taken.

The FY11 Service Level Agreement was presented for approval.

10-046   It was moved by Scott Hartley and seconded by Steve Short to approve the FY11 Service Level Agreement.

A vote of approval was taken.

Jon Bowers presented a potential Non-Member Service Level Agreements with schools that have inquired about LACA Video Support Services.

10-047   It was moved by John Shepard and seconded by Doug Ute to approve the Agreements

A vote of approval was taken

Election of officers was held. Nelson McCray was nominated Chairman and Scot Prebles was nominated Vice-Chairman.

10-048   It was moved by Tom Forman and seconded by Steve Short to elect Nelson McCray as Chairman and Scot Prebles as Vice Chairman.

A vote approval was taken.

10-049   It was moved by Jay Gault and seconded by Scot Prebles that the Board move into Executive Session.

As permitted by law, matters to be discussed in executive session may involve:
5. PROPERTY. A public body may adjourn into executive session to consider the purchase of property, whether real or personal property, whether it is tangible or intangible.140 A public body may also adjourn into executive session to consider the sale of property by competitive bid (real or personal property) if disclosure of the information would result in a competitive advantage to the other side.141 No member of a public body may use this exception as subterfuge for providing covert information to prospective buyers or sellers.

A vote of approval was taken.

Returned from Executive Session at 10:15.

Meeting Presentations/Discussion
Jon Bowers explained that the finalize DASL Agreement between the MCEOCN and Software Answers was approved by the ITC Directors and the MCOECN Board of Trustees last month. The agreement provides ITC's and districts with a number of benefits including

lower DASL fees ($3.75 per student versus $4.00), lower ProgressBook/SpS fees ($3.00 versus $3.20), royalties are DASL software licensed and sold outside Ohio, and rights and ownership of the full suite (DASL/ProgressBook/SpS) at the end of the agreement. The agreement also ensures that the DASL Director will have authority to accept/reject work done by Software Answers. Overall, Districts and ITC's will financially benefit from this agreement.

It was also explained that Part of the DASL Agreement with the MCOECN included moving state SpS support from LACA to Software Answers. We are currently implementing a transition plan to assure a smooth transition of support services from LACA to Software Answers.

Projects / Emerging Technologies / Discussions
The status of the VOIP project was presented. DataServ has been engaged in the implementation of the VOIP system and the hardware has been ordered. As the equipment is installed and configured, we will work with districts contracting for services to develop definitive timelines.

A Summer Technology Workshop is being offered to teachers at LACA schools on June 15 and 16th. Teachers will learn to integrate technology-based resources into their classes. They will learn to use web-based resources, SmartBoards and video distance learning.

LACA has installed and configured servers for providing email archiving services for schools. We are waiting in finalized pricing from the TSG so that we can proceed with the implementation..

Occasionally, LACA is asked to capture particular data for a particular situation. A document outlining what data is retrievable was distributed. Superintendents were asked to submit written requests to implement these tracking measures. Jon Bowers also explained that 8e6, the internet filter device, also offers an additional device that can provide detailed reporting if districts are interested.

LACA has been asked to develop a tool that school administrators can use to assess the "health" of their schools network. While LACA staff are always willing to assist in any way possible, it can be helpful to review these questions when doing technology planning and budgeting to help identify areas of need. The draft provided is a first step and meant to be used to gather further feedback. As the document is revised, updated versions will distributed.

MCOECN/ODE Updates
Discussion ensued on a MCOECN Board of Trustees proposal for considering ways to sell software licensing to schools whose ITC is not an MCOECN member. Applications such as DASL, HR Kiosk and eProcurement are owned by the MCOECN, and current policy dictates that an ITC must be a member in order for districts to buy these products. A proposal is being considered where individual districts can buy MCOECN associate memberships at $1.00 per student (minimum $1,000) and not to exceed $6,500 (current associate membership fee). The MCOECN is seeking membership input regarding this proposal. It was discussed that having more schools join the MCOECN and buy MCOECN applications can only help the financial health of members, so allowing non-MCOECN districts to buy an associate membership and applications is acceptable, as long as the

services were being provided by MCOECN member ITC's. Jon Bowers will communicate these thoughts back to Bruce Hawkins.

Jon Bowers shared portions of Allen Shafer's presentation on eDiscovery from the most recent ITC Director's meeting. Mr. Shafer explained the lastest developments in eDiscovery with regard to schools and ITC's. Jon Bowers agreed to arrange a full presentation for the August Governing Board Meeting.

A brief update on EMIS was provided. October is finally finished. Kudos to all of the EMIS Coordinators for their hard work. The EMIS-R project is moving along at ODE. The performance period is scheduled sometime before the end of June, but no specific date yet. Yearend reporting is ready to start. AYP and the District Report Card will be based on yearend data.

The planned meeting with Francis Pompey, the new Chief Operating Officer at ODE, was shared. Jon Bowers, Nelson McCray, Ben Streby and Mary Knicely – LACA Director, Chairperson, Fiscal Agent Treasurer and EMIS Coordinator will meet with Mr. Pompey, who is interested in learning more about ITC's and is arranging meetings with ITC around Ohio. This meeting is scheduled for May 24th at 9:00 am. All superintendents are invited to attend.

The LACA Customer Service Survey at http://www.laca.org/services/survey/ has been distributed to all LACA's user groups. User input is critical to developing our FY11 CIP. LACA Staff will be using this data on our retreat on June 4th where we draft initiatives to improve service.

Unfinished Business
Jon Bowers is finalizing a data inventory on the district-by-district basis that will be provided to each districts public records officer. A document is being drafted that the district would sign to authorize the destruction of data that, according to district records retention policy, may be destroyed. A draft of this inventory and policy will be presented to treasurers.

LACA proposed that Robert Rittenhouse, the new Network Coordinator, conduct the District Technology Assessments as he is dispatched to member districts so that he learns each district network.

New Business
The new DASL District Trust functionality will allow Districts who have trust relationships setup to have read-only access to data for students that are shared by both Districts. We is setting up a pilot with C-TEC and their home schools for the remainder of the school-year. Next school-year this feature will be available for all Districts and can be requested by the Superintendent signing the District Trust Authorization form. Authorization forms were distributed and signed by Licking County Superintendents.

Chad Brown from the Licking County Health Department has asked if LACA would be able to provide a daily absence report to their organization to assist them in tracking the outbreak and spread of illnesses in the community. It was discussed that the Licking County Health Department should work individually with each school district to get this information and LACA should not produce automated reports. DASL provides this information to school staff right now.

A district One-to-One initiative was also discussed. LACA has been asked to host and lead a task force that can assist districts in outlining the full scope of considerations when developing a one-to-one initiative. Districts should let Jon Bowers know if they are interested in participating.

Meeting Dates for FY11 are August 12, 2010, October 7 and December 9; January 13, 2011, March 10 and May 12.

10--050   It was moved by John Shepard and seconded by Forest Yocum to adjourn the meeting at 10:38 a.m.

Reported by,

Jonathan Bowers
LACA Executive Director