

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held December 9, 2010, convening at 9:05 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, Doug Ute, Scott Hartley, John Shepard, Forest Yocum, Mark Neal, Cathy Heidelberg, Nelson McCray, and Jon Bowers. Tim Owen was also in attendance.

Jill Johnson of East Muskingum was introduced, and John Shepard introduced Mr. Guoping Yin, Superintendent of Hubei Schools, China, and Mr. Jimmy Jiang, Northridge HS exchange student from Shanghai, China, the interpreter.

11-023 It was moved by Tom Forman and seconded by John Shepard to approve the minutes of the October 7, 2010 meeting. A vote of approval was taken.

11-024 It was moved by Forest Yocum and seconded by Scott Hartley to approve the following financial items:

- December, 2010 Financial Reports (Unencumbered cash balance of \$1,063,258.34)
- FY10 5-Year Projection

It was noted that the 5-year projection for LACA forecast \$395,151.38. A vote of approval was taken.

Jon Bowers reported to the board that he had met with East Muskingum Superintendent Jill Johnson and her administrative staff and had also presented LACA's students services to the East Muskingum student services personnel.

11-025 It was moved by Mark Neal and seconded by Forest Yocum to approve the East Muskingum School District's membership to LACA, pending the East Muskingum School District School Board's approval for LACA membership with the effective date of membership to be agreed upon by the LACA Executive Director and the East Muskingum School's Superintendent and for LACA to immediately begin transition/conversion steps for all services.. A roll call vote was taken: Forman – yeah, Malainy– yeah, Gault– yeah, Ute– yeah, Hartley– yeah, Shepard– yeah, Yocum– yeah, Neal– yeah, Smith___, Heidelberg– yeah, McCray– yeah; and the motion was approved.

Jon Bowers presented the proposed LACA Fixed Asset Policy. It was explained that the policy would formalize the process for managing the fixed assets that LACA purchased and also provide more accountability when obsolete equipment is disposed of.

11-026 It was moved by Doug Ute and seconded by Mark Neal to approve the LACA Fixed Asset Policy. A vote of approval was taken.

Meeting Presentations/Discussion

An updated draft of the FY12 Budget was presented which included the addition of East Muskingum Schools, updated health care costs, known funding cuts and expenses that will be associated with redistribution of expenses across all members.

Projects / Emerging Technologies / Discussions

Jon Bowers provided an update on the email archiving service. The LACA network team has continued to test the email archiving solution Mimoso (sponsored by the MCOECN) on staff email accounts. The demonstration earlier in the week had to be cancelled, but we will be rescheduled. The product integrates very well into Outlook and OWA.

Jon Bowers explained that LACA had hosted a demonstration of ADM2000, a master schedule builder software, for our DASL contacts at schools. The software can build a districts' master schedule and accommodate multiple exceptions of student numbers, number of classes, etc and build a master schedule with much less effort and creates much more efficient schedules. The real benefit of the product is that in ensuing years, the scheduling requirements of the previous year are already entered. In DASL, school staff have to actually building the schedules and enter the exceptions every year. Board members directed Jon Bowers to arrange a demonstration for high school principals, curriculum directors and guidance counselors. A date will be set and communicated out to these individuals.

Members were reminded that LACA members are entitled to a 20% discount on their Study Island agreements. Districts should contact Yancy Toney of Study Island at 800.419.3191/yancy.toney@studyisland.com to confirm that their district is getting this discount.

It was also explained that because a broad range of rule changes to e-rate for next year, all timelines are being pushed back. It is now anticipated that the deadline for submitting 470's will be March 25th. While e-rate decided not to make a final ruling on whether school employees could serve on service provider controlling boards, they reserved the right to make a determination at a later time. It is important that superintendent names are not used on e-rate paperwork, only treasurers, technology coordinators and school board presidents. Schools who have one-to-one initiatives in place are encouraged to apply for a pilot project to fund off-premises connectivity for laptops and wireless devices that connect to the internet off school property. Please contact Jon Bowers if you need information about the application process.

MCOECN/ODE Updates

Jon Bowers reported that the transition of DASL support and development to Software Answers is proceeding smoothly. Cornucopia, the application that exports data between third party applications like Pay4It, EZPay, TEC, etc... and DASL is working well. If a district is considering any third-party applications that will need to interface with DASL, please contact Jeff Davis to confirm that we can support the interface. Also, Pearson has announced that it is buying AAL, the owner of eSIS. eSIS will be replaced by PowerSchool, Pearson's own student information system. Most ITC's using eSIS have decided to postpone changing to DASL to determine what Pearson will be proposing.

Jon Bowers stated that LACA has provided training sessions in the LACA lab and on-site training is planned at Northridge and Granville. At the end of November, Eric Bell announced the D3A2 team schedule for installing the new, automated D3A2 Scrubber/Loader application. The old scrubber will be permanently disabled and on January 2, the new process will begin. A training for ITC staff will be provided on January 4. Dashboard updates were made to OBIEE. No further developments in D3A2 dashboards are planned for this year. Training materials on the D3A2 website have been updated. There

has been an increase in district and ITC participation for this year to approximately 180 districts statewide. There have been no updates on what the criteria for funding will be this year. As ODE prepares for RttT, they are looking at what role D3A2 might play in the longitudinal data tool part of the proposal.

October reporting has been going very well. The December Child Count reporting is now included as part of the October EMIS reporting period instead of a separate reporting period. The EMIS-R is gearing up for the parallel reporting. There will be 3-5 ITCs that will be participating in the parallel, reporting district data both the way we currently are and also through the data collector and comparing the data reported via each method to make sure it is the same. LACA will not be actively participating in the evaluation process, though our installation will be evaluated. At the same time, there will be a technical team evaluating the system configurations for each ITC to make sure the data collect process runs smoothly at each site. The complete evaluation of the parallel will be done the end of January and a determination made as to what method yearend EMIS will be reported.

Districts should have received \$1,000 per instructional building in late October or November as their first installment of the K-12 Network Funding Subsidy. Treasurers have been advised on how to receipt the money. ODE is creating a new Education Technology Advisory Group that will be focused on bringing all educational technology service providers together to find areas where we can work cooperatively to increase efficiency. The K-12 Network Committee will likely serve as the interface between ITC's and ODE. ODE has also hired Dean Reineke, previously the director of MVECA, as the Executive Director of Statewide Data Programs. Having representation with intimate knowledge of how ITC's work should be an advantage to both ODE and ITC's.

Unfinished Business

Jon Bowers reported that district authorizations are still be collected so that the destruction of obsolete data tapes can proceed. It is important to note that the reports created from this data are still maintained on microfiche at LACA in fireproof cabinets and at your district.

Jon Bowers shared that he had consulted with Jim Burnes of Bricker & Eckler regarding the steps necessary for LACA to change from its current consortium structure to a council of governments (COG). The two primary advantages of becoming a COG are that LACA could provide services to private businesses and that LACA could purchase real estate. It was decided that a subcommittee of members would consider future facilities options for LACA. The following superintendents agreed to serve on the subcommittee: Nelson McCray, Jay Gault, Mark Neal, Tom Forman and Forest Yocum. Jon Bowers will follow up with these members regarding next steps.

New Business

Jon Bowers explained that a meeting with potential district has been arranged to discuss LACA services. Nelson McCray and Forest Yocum will attend the meeting with LACA representatives.

The executive director evaluation was sent out to superintendents. Members were asked to complete and respond by the next Governing Board meeting on January 13th. Jon Bowers will send out a copy of the evaluation in electronic form.

The remaining meeting dates for FY11 are January 13, March 10 and May 12, 2011.

11-027 It was moved by Scott Hartley and seconded by Forest Yocum to adjourn the meeting at 10:28 a.m. A vote of approval was taken.

Reported by,

Jonathan Bowers
LACA Executive Director