

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held December 8, 2011, convening at 9:03 am. Nelson McCray called the meeting to order. The following members answered present to the roll call: Kyle Newton, Jill Johnson, Tom Forman, Joyce Malainy, Jay Gault, Phil Wagner, Monte Bainter, Steve Short, Scott Hartley, Forest Yocum, Jeff Brown, Nelson McCray and Jon Bowers. Also in attendance were: Chris Cashdollar (LACATech Representative) and Ben Streby (Fiscal Advisory Committee Representative)

Also in attendance were Tim Owen and Dennis Souder

12-018 It was moved by Tom Forman and seconded by Scott Hartley to approve the minutes of the October 13, 2011 meeting.

A vote of approval was taken.

The financial status of LACA was presented by Jon Bowers. LACA ended November, 2011 with an unencumbered cash balance of \$1,167,882.37, approximately \$104,000 ahead of November, 2010. November appropriation modifications and the FY12 5-year cash projection ending June 30, 2016, were also presented.

12-019 It was moved by Jeff Brown and seconded by Jill Johnson to approve the following financial items:

- November, 2011 Financial Reports (Unencumbered cash balance of \$1,167,882.37)
- FY12 November Appropriations
- FY12 5-Year Projection

It was noted that the 5-year projection for LACA forecast \$273,993.93. A vote of approval was taken.

Jon Bowers presented the Personnel Committee recommendation to use state funding to provide a one-time merit-based payment of \$1,250 to each eligible staff.

12-020 It was moved by Jay Gault and seconded by Joyce Malainy to approve the Personnel Committee recommendation awarding eligible LACA staff with one-time \$1,250 merit payments. Jon Bowers explained that this was money from the state, not schools funding, that would fund the payments.

A vote of approval was taken.

Jon Bowers presented proposed amendments to the LACA Data Security Policy. He explained that three primary changes were being made: one so that this policy matches the work flows in LAMA; one to accommodate the use of smart phones to access LACA data; and the third change was proposed to shorten the number of days of back-up's on SQL that LACA maintains.

12-021 It was moved by Steve Short and seconded by Forest Yocum to approve the modifications to the LACA Data Security Policy.

A vote of approval was taken.

Jon Bowers presented a contract with East Central Ohio Educational Service Center to provide their video schools with video technical support. It was explained that this is the support provided for Chinese, American Sign Language and math classes being delivered over video.

12-022 It was moved by Tom Forman and seconded by Monte Bainter to approve the contract.

A vote of approval was taken.

Jon Bowers and Chad Carson presented recent discussions among ITCs and the MCOECN regarding the potential to share servers in data centers in order to save money for ITCs. It was explained that a proposal that each ITC wishing to participate in the project commit \$10,000 so that the MCOECN can hire consultants to further draft the proposal so that clearer costs can be determined. It was discussed that the creation of additional resources to share among the 23 ITCs was the best decision or not. It was the conclusion of the LACA management team that as long as LACA can buy in at a later time, there is no benefit of buying in now.

12-023 It was moved by Jay Gault and seconded by Jeff Brown to approve the LACA Executive Director's decision not to participate in the MCOECN shared services committee at a cost of \$10,000. LACA still maintains the ability to buy into the project pending the committee outcome.

A vote of approval was taken.

12-024 It was moved by Steve Short and seconded by Forest Yocum to recess to Executive Session to discuss compensation of a public employee at 9:43. A roll call vote of approval was taken: Kyle Newton, yeah; Jill Johnson, yeah; Tom Forman, yeah; Joyce Malainy, yeah; Jay Gault, yeah; Phil Wagner, yeah; Monte Bainter, yeah; Steve Short, yeah; Scott Hartley, yeah; Forest Yocum, yeah; Jeff Brown, yeah; Nelson McCray, yeah;

All members present returned to regular session at 10:08.

Meeting Presentations/Discussion

A revised draft of the FY13 budget was presented, projecting a flat rate for FY13 and FY14. It was also reported that the financial audit of FY10 and FY11 was completed. No citations or management comments are noted, so LACA will decline the post-audit interview.

All districts are strongly encouraged to monitor their bandwidth use and consider any one-to-one projects or wireless projects that will be started during the 2013 school year; such projects typically result in significant increases in bandwidth use. It is critical to plan and budget now so that districts can ensure that increases in bandwidth are e-rate eligible.

LACA is also offering Voice over IP phone service and is investigating wireless internet as a service for next year. Districts were also reminded of the e-rate deadlines.

MCOECN/ODE Updates

It was explained that OarNet has been asked by the Ohio Distance Learning Task Force to estimate the cost of upgrading the state's network to be prepared with the mandate to deliver web-based assessments. Very rough estimates have come in at approximately \$308 million. The K-12 Network Committee will be working with OarNet to bring a higher level of accuracy to the numbers. Jon Bowers has also been working with Lisa Duty of the Ohio

Distance Learning Task Force to educate them on the distance learning work that LACA and ECO-ESC are doing across Ohio.

Jon Bowers explained how the Graduation Verification function inside the ProgressBook Suite can save districts time and ensure students progressing through school without sufficient credit can be properly identified. LACA will host a meeting for principals, guidance counselors and curriculum directors so that they can learn about this important function.

October EMIS processing is in full swing. ODE is processing data daily. The Level 2 validations are now coming back to districts and more validations and reports will be added on a regular basis. The timeline for the Data Submission Requirements has been modified to allow for the delay of reports to districts. ODE is cleaning up the processing and verifying accuracy of reports before releasing them to the districts. There will be some updates done to the data collector over the Christmas break to correct some issues and enhance the district's ability to monitor progress. Important dates include December 16 (First Warning), January 3 (Second Warning), January 7 (Out of Compliance Notification) and January 25th (Final Submission). ODE has stated that the last date may change.

Unfinished Business

Jon Bowers explained that he had spoken with a number of ITC directors about hosting a booth at the eTech Conference. The ITC's suggested that LACA demonstrate the applications to the ITC directors at a regular meeting. The ITC's can then determine if it is an application that their districts would be interested in. For now, the strategy of ITC demonstrations will be pursued.

New Business

Jon Bowers shared AP Virtual Learning Grant information with the schools. Information is also posted on the LACA website at www.laca.org. A copy of elective courses offered through video for second semester was also distributed.

The remaining meeting dates for FY12 are: January 12, March 8 and May 10th.

12--025 It was moved by Scott Hartly and seconded by Monte Bainter to adjourn the meeting at 10:24 a.m.

Reported by,

Jonathan Bowers
LACA Executive Director