

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held March 8, 2012, convening at 9:04 am. Nelson McCray called the meeting to order. The following members answered present to the roll call: Jill Johnson, Tom Forman, Joyce Malainy, Tim Owen (representing Jay Gault), Steve Short, Forest Yocum, Matt Snyder (representing Bill Harbron), Jeff Brown, Nelson McCray and Jon Bowers. Also in attendance were: Rob Walker of Lancaster City Schools and Ben Streby (Fiscal Advisory Committee Representative). John Shepard arrived at 9:17 and Doug Ute arrived at 9:48.

Rob Walker, Tim Owen and Matt Snyder were introduced and welcomed to the meeting.

12-032 It was moved by Jill Johnson and seconded by Jeff Brown to approve the minutes of the January 12, 2012 meeting.

A vote of approval was taken.

The financial status of LACA was presented by Jon Bowers. LACA ended January, 2012 with an unencumbered cash balance of \$1,709,019.40, approximately \$400,000 behind January, 2011. The March appropriation modifications and FY12 5-year cash projection ending June 30, 2016 was also presented.

12-033 It was moved by Tom Forman and seconded by Steve Short to approve the following financial items:

- March Appropriation Modifications
- January, 2012 Financial Reports (Unencumbered cash balance of \$1,709,019.40)
- FY 5-Year Projection

It was noted that the 5-year projection for LACA forecast \$273,993.93. Jon Bowers explained that the difference between last year and this year's January balance is due to a delay in invoicing districts. A vote of approval was taken.

Jon Bowers presented the Personnel Committee recommendations for contract renewals, job description modifications and a merit-based compensation system for LACA staff.

12-034 It was moved by Joyce Malainy and seconded by Matt Snyder to approve the following Personnel Committee recommendations:

- a. 3 Year Contract renewal for:
 - i. Joe Alexander
 - ii. Elizabeth Petty
 - iii. Dave Stein
- b. 1 Year Probationary Contract for Jerry Eby
- c. Job Description Modification for Robert Rittenhouse, effective July 1, 2012
- d. Adjustment to salary for Robert Rittenhouse from \$48,125 to \$52,050 for additional job responsibilities, effective July 1, 2012.
- e. Performance-based Compensation System with \$1,500 merit steps.

A vote of approval was taken.

12-035 It was moved by Tim Owen and seconded by Forest Yocum to approve the Personnel Committee recommendation for a performance-based compensation for the LACA Executive Director in the amount of \$2,490.

A vote of approval was taken.

Jon Bowers presented the LACATech recommendation to move www.vimeo.com from R-Rate filtering under CIPA to allow districts the option to choose to voluntarily block the site. He explained that the Vimeo website actually monitors content being uploaded to its website.

12-036 It was moved by Mark Neal and seconded by John Shepard to approve the LACATech recommendation to exempt www.vimeo.com from the R-Rated CIPA filtering and to allow district the options to choose to voluntarily block the site.

12-037 It was moved by Jill Johnson and seconded by Jeff Brown to approve the following LACA service contracts:

- Midland Theater for virtual server hosting services for \$840
- Grandview heights for Scheduling services for \$1,245.87

A vote of approval was taken.

Jon Bowers presented a proposal to modify the LACA network support model and fee structure to support Lancaster City Schools' data center only, and no other building.

12-038 It was moved by Forest Yocum and seconded by Mark Neal to approve the modification of network support and fee structure for Lancaster City Schools so that LACA only support the data center and no additional buildings, contingent upon Lancaster City Schools becoming a LACA member district and contracting for EMIS, Student and Fiscal services for FY13. A vote of approval was taken.

Jon Bowers presented the proposal to grant Lancaster City Schools membership at LACA and discussed the advantages of Lancaster being a member.

12-039 It was moved by Tom Forman and seconded by Steve Short to approve Lancaster City School District's membership to LACA, pending the Lancaster City 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 Lancaster City Schools Superintendent and for LACA to immediately begin transition/conversion steps for all services. A vote of approval was taken.

Jon Bowers presented the annual MCOECN Disaster Recovery Project Agreement that would cost an estimated \$14,400 if ODE did not fund the project. This agreement provides LACA access to the state hot site in the event of an emergency.

12-040 It was moved by John Shepard and seconded by Joyce Malainy to enter into the MCOECN Disaster Recovery Project at an estimated annual cost of \$14,400. A vote of approval was taken.

Jon Bowers presented two agreements for delivering services: managed voice over IP services and connectivity.

- 12-041** It was moved by Matt Snyder and seconded by Tim Owen to approve the following agreements:
- a. To purchase additional voice over IP hardware and service from MCPc at a cost not to exceed \$75,750, contingent upon securing district contracts for those voice over IP services, and
 - b. To purchase internet connectivity from Horizon Telecommunications for service delivery to schools.
- A vote of approval was taken.

Jon Bowers and Nelson McCray presented how LACA and the LCESC had been investigating ways to share resources with Newark City Schools. The three entities have submitted a proposal to the Local government Innovation Fund.

- 12-042** It was moved by Rob Walker and seconded by Jill Johnson to approve LACA participating in the Local government Innovation Fund (LGIF) Grant application submitted by Newark City Schools to study the cost efficiencies at LACA, Newark City Schools and the Licking County ESC sharing facilities.
- A vote of approval was taken.

Jon Bowers presented the FY13 Budget, which included at 5% decrease in fees from FY12, and Service Level Agreement. It was explained that the proposed fees were a “not to exceed” level and that fees would be presented again in May.

- 12-043** It was moved by Jeff Brown and seconded by Forest Yocum to approve the following FY13 Financial items:
- a. FY13 LACA Service Level Agreement
 - b. FY13 Service Fees not to exceed as stated on Contract Schedule A.
- A vote of approval was taken.

Meeting Presentations/Discussion

Jon Bowers updated the Board on the facility discussions. The Facility Committee met on February 29th to discuss the possibility of applying for the LGIF Grant as a first step in determining the cost savings that can be accomplished by sharing facilities such as computer labs, conference rooms, board rooms and computer rooms. It was determined that LACA should proceed with discussions so that the potential savings can be quantified.

It was also explained that LACA has been piloting managed wireless service at Heath High School and determined that a cost-effective solution can be offered to schools. LACA is collaborating with other MCOECN ITC's in securing legal counsel to gain FCC clarification on the eligibility of this service for funding.

Districts were also reminded that the deadline for posting 471's is March 20. LACA has secured one new contract for VOIP services and is bidding four additional districts. We are also considering the virtualization of these services to provide greater reliability.

The migration of district email accounts to Exchange 2010 is nearing completion. The remaining districts will be completed by March 15th. Two planned outages were announced:

March 15 from 10 – 11 pm and March 29 from 5 – 10 pm. These outages are necessary to complete the core upgrade to 10 gb.

MCOECN/ODE Updates

Jon Bowers shared Sam Orth's report to the ITC's that the shared services report, titled "Beyond Boundaries", will be released in 3 "Books":

- i. Book 1 – is a shared service action plan, including recommendations of the MBR
- ii. Book 2 – shared services survey results
- iii. Book 3 – a catalogue of examples of recommended programs

The report will recommend an overlay of governance for the new RSSC including ESCs, ITCs and EdTechs. The long-term implications of existing regional governance is not yet known.

Jon Bowers explained that the scrubbing of all Fall test data for D3A2 had been completed. We are in the process of loading the re-rostered Second Semester courses. As of Monday, the following district had been re-rostered: Granville, Heath, Lakewood, Licking Heights, Maysville, Mount Vernon, Newark, North Fork, Northridge, Southwest Licking, Tri-Valley and West Muskingum.

Regarding EMIS, the October reporting period is scheduled to close March 28. All of the reports that districts need will be released prior to the close of the reporting period. Preliminary statistics show 75% of districts meeting the final measure on missing students, and almost all districts meeting the staff measure. A new manifest this week will have changes necessary to produce the certification reports

The March CTE Follow-up reporting will run from April 9 – June 8. This reporting is for districts who have CTE Programs other than CBIP and Work and Family Life, and reported concentrators as completing the program in the 11N reporting. The new 5 Year Forecast mandatory resubmission manifest will be released April 1.

The State Board of Education invitation to the Start Ready, Graduate Ready has been included. This information was also distributed electronically.

The ODE update on the SSID states that ODE will be contracting with IBM to support the addition and removal of SSID's for third-party integration. Districts will be able to have student names included on the Value-Added Data. Student name, D.O.B., gender and race will be submitted for the National Student Clearinghouse and for students granting permission to share information with their schools, ACT data will include student names.

Unfinished Business

Jon Bowers has inquired with other ITC's and there are not products that compare to Snap Shot, the mobile-based teacher evaluation tool. A number of products do compare to DataMap. It was decided that Jon Bowers would arrange a demo when the LCESC hosts the OTES this spring.

New Business

Attendees were reminded that the remaining meeting date for FY12 is May 10th, 2012.

12--031 It was moved by Doug Ute and seconded by Joyce Malainy to adjourn the meeting at 10:04 a.m.

Reported by,

Jonathan Bowers
LACA Executive Director