

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held October 11, 2012, convening at 9:05 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, Kevin Snyder (representing Steve Wigton), Steve Short, Doug Ute, Scott Hartley, Rick Jones, representing Bob Jennell, Mark Neal, Bill Harbron, Nelson McCray and Jon Bowers. Also in attendance was Ben Streby of C-Tec (Fiscal Advisory Committee Representative).

- 13-011** It was moved by Doug Ute and seconded by Tom Forman to approve the minutes of the August 9, 2012 meeting. A vote of approval was taken.

The closing October appropriation modifications, September financial reports and FY13 5-year cash projection ending June 30, 2016 were presented.

- 13-012** It was moved by Steve Short and seconded by Joyce Malainy to approve the financial items. A vote of approval was taken.

Jon Bowers presented the Personnel Committee Recommendations which included an agreement with Newark City Schools for district technology services at a cost not to exceed \$107,000, a job description for a Network Coordinator for LACA and an extended leave policy for LACA.

- 13-013** It was moved by Jay Gault and seconded by Mark Neal to approve Personnel Committee recommendations. .

Jon Bowers explained that the technology director proposal had only been presented to the Newark Administrators, and not been approved. He also explained that the expansion of LACA services into voice and wireless network services necessitates that additional staff and that the salary had already been budgeted for this year. He also explained that due to the small size of LACA, staff are not eligible for FMLA and he would like to be able to extend similar privileges to the staff. A vote of approval was taken.

Jon Bowers presented two eTech support contracts, one for a six week period; the other for a nine-month period.

- 13-014** It was moved by Scott Hartley and seconded by Rick Jones to approve the eTech contracts.

Jon Bowers explained that the having LACA staff at the video help desk actually provides LACA users with a higher level of services. A vote of approval was taken.

Jon Bowers presented a proposal for selling RAM (Requisition Approval Management) application to LACA non-members.

- 13-015** It was moved by Jill Johnson and seconded by Kyle Newton to approve the RAM proposal.

Jon Bowers explained that there is growing interest from districts in ITC's around Ohio. A vote of approval was taken.

A list of amendments to the contract for the new facility at 621 Mount Vernon Road was presented.

- 13-016** It was moved by Jay Gault and seconded by Tom Forman to approve the following contact amendments: change the term from five to ten years, change annual rent from \$60,000 to \$50,000, LACA will make a one-time payment of \$405,000 for the renovation upon the request of the Newark Treasurer, extend the termination clause from 180 to 365 days, and if Newark exercises the right to termination, they will return to LACA a prorated portion of the \$405,000.

Jon Bowers explained that an investment of this nature would be required to prepare any facility to be a data center. A vote of approval was taken. Doug Ute abstained from the vote.

The FY14 internet service provider rates were presented..

- 13-017** It was moved by Joyce Malainy and seconded by Jill Johnson to approve the FY14 ISP rates. A vote of approval was taken.

Meeting Presentations/Discussion

Jon Bowers presented first draft of the FY14 budget based on a 0% change in fees. The budget included that anticipated loss of INFOhio funding and a 10% cut in state funding, the worst case scenario that ODE is being asked to consider.

Jon Bowers explained that Trish Baker, our Media Resource Coordinator, was awarded the Spence White Award for outstanding service to INFOhio. The awardee is nominated by their peers, then chosen by a committee. We are very honored for Trish to receive this award. He also pointed out the Mary Knicely was awarded the EMIS Professional of the Year recognition this year.

An update on the renovations for the Roosevelt Building was also presented. It was explained that the bids for the renovations for the new facility had been received. It is still anticipated that the work will be completed on time. The contract for LACA's current facility runs through September, 2013. Current plans are to move the data center during the week of July 15, 2013. This means that LACA's services will be disrupted starting on July 15th. The disruption will last 2 to 3 days. Districts with payroll during that will need to plan to process payroll during the previous week. All efforts will be made to make the outage as brief and seamless as possible. All LACA subcommittees will be informed of these plans on a regular basis.

Jon Bowers also talked about Internet Safety Training that is required for all students using e-rate funded internet access. The three topics that need to be covered include proper use of social media, on-line safety in chat rooms and cyber-bullying. It was also mentioned that cyber-bullying should be expanded to accommodate the requirements of the Jessica Logan Act. He also discussed the eTech on-line curriculum that was purchased for schools to use, Common Sense Media (a free resource available to all schools), and the proposal of LACA providing video content of schools to use to meet this requirement. Lancaster City Schools has kindly volunteered to share the high school video content that they are developing.

MCOECN/ODE Updates

Jon Bowers shared that during the most recent ITC Directors Meeting, it was determined that participation in the cloud project would be voluntary and approximately 8 ITCs will participate. He also explained that all OGT and OAA scores from the 2011-12 school year, including summer OGTs, have been scrubbed and loaded into the D3A2 system. The data has been re-rostered and submitted to D3A2 so those with Teacher access can see their current students' test results. Jon told the superintendents that copies of the 2011 school year Civil Rights Reports, parts 1 and 2, have been sent to superintendents and designees. If you have any trouble running these reports, please contact the student services team at dasl@laca.org.

Jon Bowers explained that the remaining FY12 EMIS reporting periods did not open as anticipated on October 9. The 5 Year Forecast period for FY13 was open and all districts must submit prior to October 31. The FY13 October reporting period will open October 12 and is scheduled to close January 15. There is a new Casino Student Reporting that is a subset of the October reporting. For this to be collected accurately, the county of residence is being added to the collection of student data. The county of residence is where the student lives, not where the district is located. Distribution will be based on the ADM that district has in that county, if that district has land in the county.

A copy of the AOS data release form was distributed to all attendees. LACA is going to secure release forms from all members, then send them to the AOS office. Jon Bowers also shared information about a presentation on digital imaging. Districts wishing to further discussions should contact Jon Bowers. Jon also explained that LACA is collecting data on the number of wireless devices in use in districts to pursue some form of volume discount pricing. More information will be presented in the December meeting.

The following LACA Governing Board meeting dates are presented for FY13: December 13, 2012, January 10, 2013, March 14, 2013 and May 9, 2013.

13--018 It was moved by Steve Short and seconded by Bill Harbron to adjourn the meeting at 10:17 a.m.

Reported by,

Jonathan Bowers
LACA Executive Director