

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held October 10, 2013, convening at 9:09 am. Nelson McCray called the meeting to order. The following members answered present to the roll call: Jill Johnson, Trevor Thomas, Joyce Malainy, Jay Gault, Doug Ute, Scott Hartley, Chris Briggs, Ted Harrison (representing Bob Jennell), Mark Neal, Jeff Brown, Nelson McCray and Jon Bowers.

The Ben Streby, Fiscal Advisory Representative, and Tim Owen, LACATech Representative, were welcomed to the meeting.

- 14-013** It was moved by Doug Ute and seconded by Jill Johnson to approve the minutes of the August 8, 2013 meeting. A vote of approval was taken.

The September Appropriation Modifications, September financial reports and FY13 5-year cash projection were presented.

- 14-014** It was moved by Joyce Malainy and seconded by Mark Neal to approve the financial items. A vote of approval was taken.

Jon Bowers presented information about the electronic vote that was conducted on September 16th to purchase the iBoss Web Filter. The price was finalized at \$31,302.00.

- 14-015** It was moved by Jeff Brown and seconded by Scott Hartley to approve the electronic vote conducted on September 16, 2013 which approved the LACATech recommendation to purchase iBoss Web Filter at a cost not to exceed \$35,000, effective September 16th. A vote of approval was taken.

- 14-016** It was moved by Chris Briggs and seconded by Jeff Brown to approve the authorization of the LACA Executive Director to make purchases up to \$25,000. A vote of approval was taken.

Jon Bowers presented proposed service contracts to server NWOCA, TRECA, OME-RESA, and the ROCH consortium.

- 14-017** It was moved by Doug Ute and seconded by Jill Johnson to approve service level agreements for video support to schools in the ROCH project at a pro-rated annual fee of \$3,296 and RAM service level agreements for TRECA, NWOCA and OME-RESA. A vote of approval was taken.

- 14-018** It was moved by Joyce Malainy and seconded by Mark Neal to approve the authorization of the LACA Executive Director to set the FY15 ISP rates. A vote of approval was taken.

A revised copy of the Fiscal Coordinator job description was distributed. Jon Bowers explained that it had been updated to reflect more contemporary support and productivity tools.

- 14-019** It was moved by Scott Hartley and seconded by Trevor Thomas to approve the amended LACA Fiscal Coordinator job description. A vote of approval was taken.

A revised Job-Related Training Policy was presented and Jon Bowers explained that the policy needed revision to reflect the increasing the volume of training that costs between \$1,000 and \$2,000.

14-020 It was moved by Jeff Brown and seconded by Chris Briggs to approve the amended Job-Related Training Policy. A vote of approval was taken.

Meeting Presentations/Discussion

Jon Bowers presented the first draft of the FY15 budget. All costs and revenue from the addition of Medina City Schools has not been included. The single largest factor impacting a change in the budget aside from the addition of a new member is the growing consumption of commodity internet. He briefly discussed the challenges around the movement to increase internet access in schools with wireless internet access. The implementation of the new iBoss Filtering system will give LACA and schools more tools for managing how they use the internet. More discuss will follow regarding what might be the best investment of time and resources.

NWEA's MAP assessments and their impact on schools' network was discussed. Jon Bowers explained that he is arranging a meeting with technical staff with the NWEA to discuss options that would minimize the impact that the assessments would have on LACA's internet connection. Districts were reminded that if they plan to implement MAP assessments or any other technology-related projects, they should contact LACA to engage them in the discussion to advise on anticipated bandwidth consumption.

The move out of the Union Street facility is complete and LACA staff are getting settled in the new building. The scheduling and use of facilities is going smoothly.

At the September MCOECN ITC Director meeting, ITC directors decided to participate in a process to reorganize how the MCOECN operates, serves ITCs and represents schools. The goal of the restructuring is to enable to the MCOECN and ITCs to increase service levels and be more agile to meet changing education, technology and legislative needs. Jon Bowers is participating in these organizational meetings.

The role of Student Service Leaders for schools was discussed. It was emphasized that the designee needs to be able to represent districts at meetings to assist in prioritizing functions and development as well as carry back critical information to the district and distribute it to the relevant school staff. LACA will be developing an orientation for these staff so that they better understand their responsibilities.

All were reminded of the October 15th PARCC presentation that will be hosted at LACA. Curriculum and administrative staff were encouraged to attend as meeting the demands of the on-line assessment is not strictly a technology issue. Districts were told that the K-12 Funding forms will be released within the next few days. Please contact Jon Bowers if you have any questions.

Jon Bowers took time to explain how ThinkGate is supposed to interface with DASL and how the products are different. He also explained that schools are using a variety of learning management systems and asked if LACA should consider hosting and supporting a single

solution for all LACA schools. This discussion will be brought to the LACATech Committee.

LACA has received the Medina School Board resolution to move membership to LACA effective July 1, 2014. LACA service teams will meet with key points of contact in October to begin planning the transition process for each service area. LACA's CIP review is complete' we were commended for our efforts to share services with other ITCs and state agencies. LACA's SOC1 Audit was released and there were no management comments.

The remaining LACA Governing Board meeting dates for FY14 meeting dates are December 12, 2013, and January 9, March 13 and May 8, 2014.

14-021 It was moved by Jeff Brown and seconded by Rick Jones to adjourn the meeting at 10:42 a.m. A vote of approval was taken.

Reported by,

Jonathan Bowers
LACA Executive Director