

## Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held October 9, 2014, convening at 9:04 am. Mark Neal called the meeting to order. The following members answered present to the roll call: Joyce Malainy, Jill Johnson, Trevor Thomas, Tim Owen representing Jay Gault, Nelson McCray, Darian Kovach representing Phillip Wagner, Doug Ute, Scott Hartley, Chris Briggs, Bob Jennell, Bill Harbron, Mark Neal, and Jon Bowers. Ben Streby was also present.

- 15-001** It was moved by Scott Hartley and seconded by Nelson McCray to approve the minutes of the May 8, 2014 meeting. A vote of approval was taken.

The closing June appropriations were presented.

- 15-002** It was moved by Joyce Malainy and seconded by Chris Briggs to approve the final FY14 financial item. A vote of approval was taken.

July and August appropriation modifications were presented along with September financial reports and the updated FY15 5-year Projection. It was noted that the budget is within the Cash Balance Policy. Unencumbered cash balance was higher than one year ago due to a higher percentage of receipts coming and spending being lower than last year, when LACA moved into the new facility.

- 15-003** It was moved by Trevor Thomas and seconded by Chris Briggs to approve the FY15 financial items. A vote of approval was taken.

The service agreement for Renaissance Academy was presented.

- 15-004** It was moved by Nelson McCray and seconded by Doug Ute to approve the electronic vote conducted on June 23, 2014 that approved the FY15 service level agreement with Renaissance Academy. A vote of approval was taken.

Chad Carson explained that a SAN is a Storage Area Network, a very large set of hard drives on which the majority of LACA data is housed. The SAN has already been purchased and implemented.

- 15-005** It was moved by Joyce Malainy and seconded by Jill Johnson to approve the electronic vote conducted on July 3, 2014 that approved the purchase of the Nimble SAN at a cost not to exceed \$42,500. A vote of approval was taken.

The OME-RESA Cooperative Services Agreement was presented. It was explained that this service agreement enables LACA to purchase supplies at a highly discounted rate.

- 15-006** It was moved by Doug Ute and seconded by Scott Hartley to approve the electronic vote conducted on August 13, 2014 that approved the OME-RESA Cooperative Services Agreement for FY15 at a cost of \$50. A vote of approval was taken.

Jon Bowers explained the benefits associated with the Barracuda Email Archiving system, most significant being that Gmail accounts can now be archived.

**15-007** It was moved by Joyce Malainy and seconded by Darian Kovach to approve the electronic vote conducted on August 13, 2014 to approve the purchase of a Barracuda Email Archiving System at a cost of \$40,800. A vote of approval to close nominations was taken.

The FY15 CIP had been distributed via email. The CIP is used to guide professional development and services at LACA throughout the year.

**15-008** It was moved by Chris Briggs and seconded by Trevor Thomas to approve the electronic vote conducted on August 13, 2014 to approve the LACA FY15 Continuous Improvement Plan. A vote of approval was taken.

Jon Bowers explained that the addition of Pam Hall while Leanne Maziar, the administrative assistant, is absent extremely helpful.

**15-009** It was moved by Doug Ute and seconded by Joyce Malainy to approve the electronic vote conducted on September 12, 2014 to approve Pam Hall as a substitute Administrative Assistant for the 2014 – 2015 fiscal year at a rate of \$14.00 per hour, not to exceed 28 hours per week. A vote of approval was taken.

Persuant to LACA Board Motion 14-024, which approved the addition of a fiscal support staff, Jon Bowers conducted a search for an additional fiscal support coordinator.

**15-010** It was moved by Bob Jennell and seconded by Chris Briggs to approve the Personnel Committee recommendation to employ Kari Snyder as Fiscal Support Coordinator at an annual salary of \$53,380, effective November 3, 2014. A vote of approval was taken.

Jon Bowers explained to ensure no conflict of interest existed, LACA's legal consultants recommend that the LACA board grant the executive director authority to set ISP (internet service rates).

**15-011** It was moved by Scott Hartley and seconded by Joyce Malainy to authorize the LACA Executive Director to set the FY16 ISP rates. A vote of approval was taken.

**15-012** It was moved by Trevor Thomas and seconded by Bob Jennell to authorize the LACA Executive Director to make purchases up to \$25,000 for FY5.. A vote of approval was taken.

#### Presentations

The first version of the FY16 Budget was presented. Jon Bowers explained that DASL fees will be increasing by 29 cents per student per year for the next 4 years and ProgressBook/SpS have guaranteed COLA adjustments putting upward pressure on fees. While this increased investment in DASL is much needed, it will put a strain on LACA to maintain flat fees. Considering the overall growing functionality, we believe continued support for DASL will serve school needs best.

Chad Carson explained the nature of the recent outages that district have experiences. He explained the complexity of our network services and the limits of the LACA network team to control or prevent such outages. Jon Bowers also explained that the network team will be looking at alternatives to provide additional redundancy to mitigate such outages. More

information, including options and associated costs, will be presented at a future LACA Governing Board meeting.

The INFOhio materials included in the board packet were explained. INFOhio has prepared a set of technology readiness tools to help student develop the necessary technical skills for taking online assessments. The webpage with the resources is:

[http://www.pearltrees.com/brandi\\_young/infohio-skills-online-testing/id12112629](http://www.pearltrees.com/brandi_young/infohio-skills-online-testing/id12112629)

A handout was also included in this packet. Also included are a Blizzard Bag sample and Beginning Reading Resource.

It was explained that sweeping changes to e-rate have been instituted for next year. Two of the greatest changes are the gradual elimination of all phone services, including managed VOIP like ITCs provide, and the official funding of managed wireless internet, also that ITCs provide. Many questions remain to be answered and we will keep e-rate contacts informed as we know more. Districts are strongly encouraged to attend one of Lorrie Germann's e-rate workshops. A copy of Lorrie's workshop offerings is included.

Additional workshop information is at:

<http://education.ohio.gov/Topics/Finance-and-Funding/Programs/Educational-Technology/E-Rate-Technical-Assistance-Program>

LACA hosted a demonstration of three products, Registration Gateway, a web-based registration application, and VirtualClassroom and DataMap, both additional modules to the DASL Suite. Please contact Jon Bowers if you are interested in piloting any of these products as LACA is working with vendors to determine pilot projects: Registration Gateway, Virtual Classroom and DataMap

Jon Bowers reported that he had participated in an organizational meeting about the Ohio Legislature's mandate to create an Early Warning System. More information will be shared as it becomes available. An brief update on the Tyler Munis project was also shared. The MCOECN/OASBO seek more districts to commit to the project. LACA districts that are interested are asked to contact Jon Bowers.

An upgrade to the LACA Alpha server was discussed. With the growth of users on the LACA system, the need for a newer server has become evident. School board offices will be notified when LACA is ready to migrate to the new hardware.

**15-013** It was moved by Joyce Malainy and seconded by Bob Jennell to adjourn the meeting at 10:28 a.m. A vote of approval was taken.

Reported by,

Jonathan Bowers  
LACA Executive Director