

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held October 8, 2015, convening at 9:03 am. Mark Neal, chairperson, brought the meeting to order. The following members answered present to the roll call: Joyce Malainy, Jeff Brown, Trevor Thomas, Mary Kay Andrews, Kevin Snyder, Nelson McCray, Eric Smith, Scott Hartley, Chris Briggs, Bob Jennell, Ted Harrison, Mark Neal and Jon Bowers. Ben Streby, Fiscal Advisory Committee Representative was also in attendance.

- 16-011 It was moved by Joyce Malainy and seconded by Mary Kay Andrews to approve the minutes of the August 13, 2015 meeting. A vote of approval was taken.

The September financial reports, October appropriation modifications, and an updated 5-year projection were presented.

- 16-012 It was moved by Nelson McCray and seconded by Bob Jennell to approve the FY16 financial items as presented. A vote of approval was taken.

Jon Bowers explained that the FY17 ISP rates were anticipated to remain the same as FY16. He also explained the context for the board giving the LACA Executive Director the authority to set those rates independent of the normal process for setting fees.

- 16-013 It was moved by Jeff Brown and seconded by Trevor Thomas to authorize the LACA Executive Director to set the FY17 ISP Rates. A vote of approval was taken.

The Instructional Resource Coordinator job description was presented. The need for a teaching license and a 260-day contract was discussed.

- 16-014 It was moved by Joyce Malainy and seconded by Scott Hartley to approve the LACA Personnel Committee recommendations to approve the Instructional Resource Coordinator and to employ an individual at a salary not to exceed \$60,000. A vote of approval was taken.

Jon Bowers presented an updated organizational chart reflecting the addition of the recent positions and changed job titles.

- 16-015 It was moved by Joyce Malainy and seconded by Jeff Brown to approve the updated organizational chart. A vote of approval was taken.

Jon Bowers presented proposed amendments to the LACA Constitution. An ad hoc subcommittee had met prior to the board meeting to discuss the needed changes. Some changes were recommended from the ITC site review, others were necessary due to recent OAC changes and the remainder were reflective of board input from the summer strategic planning session.

- 16-016 It was moved by Scott Hartley and seconded by Joyce Malainy to approve the amended LACA Constitution. A vote of approval was taken.

Jon Burkhardt arrived.

Presentations

Jon Bowers explained that he is restructuring the FY17 budget so that student software costs are separated out. The variation of student software options and the mandated 25 cent-per-student increases are putting pressure on the LACA budget and it is important to demonstrate to schools that these increases, if they occur, are not reflective of LACA operations. A budget project will be presented at the December meeting.

A copy of the 2015 SOC 1 Audit had been distributed electronically and is posted on the LACA website. There were management comments or letters regarding LACA operations.

Jon Bowers explained that three ITCs have recently signed MOUs with Meta Solutions. Meta's regional sales representatives, who are retired superintendents, emphasize their pricing when explaining the cooperative services. Superintendents are asked to share any information they receive.

LACA is going to explore offering existing services to local government offices in our existing service region. County, city and local government offices are all potential partners in LACA services.

INFOhio fliers on the new instructional bags were shared. The Tech Skills for Online Testing flier has been updated to reflect skills specific to AIR assessments for this year. Libguides were also mentioned, referring to a webpage that can be built to hold a set of related links. Additional information on Safety and Wellness Grants available through the state was shared.

Jon Bowers discussed the cybersecurity workshop that his staff is attending. The security of data that is held by third party vendors was discussed. LACA plans to update the LACA Vendor Data Release form to reflect that a district has reviewed a vendor's data release policy before approving the release of the school data.

Jon Bowers prepared and presented a Director's Report to the superintendents. He explained the goals that he has established for this current school year and steps that have been taken to move the goals forward. He will continue to provide updates throughout the year.

The next board meeting is scheduled for December 10th. Jon Bowers will update the meeting reminders to reflect the new dates approved through the constitutional changes. Superintendents are asked to notify Jon Bowers if the board meeting dates coincide with other administrator meetings or events.

16-017 It was moved by Jeff Brown and seconded by Scott Hartley to adjourn the meeting at 10:28 am. A vote of approval was taken.