

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held December 10, 2015, convening at 9:22 am. Joyce Malainy, vice-chairperson, brought the meeting to order. The following members answered present to the roll call: Joyce Malainy, Matt Sheridan, Jill Sheridan, Jeff Brown, Trevor Thomas, Mary Kay Andrews, Kevin Snyder, Nelson McCray, Philip Wagner, Eric Smith, Jon Burkhart, Bill Seder, Doug Ute, Mindy Sturm (representing Bob Jennell), Bill Harbron, and Jon Bowers. Ben Streby, Fiscal Advisory Committee Representative and Ted Harrison, LACATech Representative, were also in attendance.

16-018 It was moved by Jill Sheridan and seconded by Jon Burkhart to approve the minutes of the October 8, 2015 meeting. A vote of approval was taken.

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

16-019 It was moved by Doug Ute and seconded by Jeff Brown to approve the FY16 financial items as presented. A vote of approval was taken.

Jon Bowers explained the LACATech recommendation to change the annual AUP acceptance to an as-needed re-acceptance. Users would only have to renew their acceptance of the policy if there are changes to the policy. This will save districts and LACA significant time in supporting users who don't actively use their LACA accounts.

16-020 It was moved by Kevin Snyder and seconded by Bill Seder approve the LACATech recommendation to change the annual acceptance of LACA's Internet Acceptable Use Policy to an as-needed reacceptance when the AUP is revised. A vote of approval was taken.

The FCC requirement that internet service providers must post Customer Privacy Notices was explained, as well as the possible fines. Jon Bowers worked with LACA's e-rate legal counsel to develop this policy to reflect ITC's unique relationship with their members.

16-021 It was moved by Jeff Brown and seconded by Bill Seder approve the LACA Customer Privacy Notice which is a new FCC requirement to be an E-Rate eligible Service Provider. A vote of approval was taken.

Two Personnel Committee recommendations were presented, one an up-dated Sick Leave Policy, the other, a Social Networking Policy. The policies had been presented to and reviewed by the Personnel Committee.

16-022 It was moved by Nelson McCray and seconded by Jill Sheridan to approve the Personnel Committee recommendations to approve the amended Sick Leave Policy and new Social Networking Policy. A vote of approval was taken.

Jon Bowers briefly reviewed the proposed LACA Constitution changes that were presented at the last LACA Governing Board Meeting on October 8, 2015. The changes have now been presented to the board in compliance with the Constitution.

16-023 It was moved by Kevin Snyder and seconded by Jill Sheridan to approve the amended LACA Constitution. A roll call vote was conducted: Joyce Malainy – yeah; Matt Sheridan – yeah; Jill Sheridan – yeah; Jeff Brown – yeah; Trevor Thomas – yeah; Mary Andrews – yeah; Kevin Snyder – yeah; Nelson McCray – yeah; Philip Wagner – yeah; Eric Smith – yeah; Jon Burkhart – yeah; Bill Seder – yeah; Doug Ute – yeah; Mindy Sturm – yeah; and Bill Harbron – yeah. The affirmative vote exceeded the required 2/3 quorum, a vote of approval was taken.

Presentations

Jon Bowers had begun updates prior to the meeting beginning, when the meeting could not be brought to order, so he continued with the presentation of the FY17 budget. The same rates are anticipated for FY17. Rates have held at the same level for 3 years now, roughly the same rate as FY07.

LACA's CIP has been evaluated by ODE and deemed in compliance. LACA's received recognition for several of their responses on the CIP, which can be viewed on the LACA website.

Trish Baker presented on the growing use of INFOhio Resources in schools. Trish will be piloting a presentation directly to students. If schools are interested in arranging INFOhio presentations, they are encouraged to contact Trish at pbaker@laca.org.

LACA is reviewing document storage requirements in an effort to eliminate the practice of creating and maintaining microfiche copies. Currently, all documents on microfiche are accessible on the Bear application which LACA provides to all members at no cost.

The desired deliverables from the Cyber Security Workshop that Jon Bowers and Chad Carson attended were presented: standard protocol for dealing with a data breach, updated Vendor Data Release Form and a set of questions for vetting vendors who offer web-based services.

Jon Bowers reported that LACA has committed two staff to fully participating in the MCOECN review of fiscal software. The result of the statewide commitment was to conduct a second set of reviews. We have determined that LACA will continue to monitor communications on the project, but will not actively participate in the activities. LACA staff will continue to keep treasurers informed of new developments.

Superintendents were encouraged to make sure that their districts have set up Family Groups in StudentInformation so that parents will be update their contact information through ParentAccess when the new release is installed in Spring.

Jon Bowers also shared a list of vendors that fully integrate with StudentInformation as well as those that are testing their integrations. We update district Student Service representatives when new vendors are approved.

The next board meeting is scheduled for February 11th. 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.

16-024 It was moved by Philip Wagner and seconded by Mary Andrews to adjourn the meeting at 10:08 am. A vote of approval was taken.