

Licking Area Computer Association

Minutes of the LACA Governing Board Meeting held March 2, 2017, convening at 9:00 am. Trevor Thomas brought the meeting to order. The following members answered present to the roll call: Matt Sheridan, Glenn Welker (representing Jeff Brown), Zach Niblick (representing Dale Dickson), Mary Kay Andrews, Kevin Snyder, Nelson McCray, Jo Lynn Torbert (representing David Hile), Ruth Zitnick, Jon Burkhart (representing Aaron Sable), Amy Norman (representing Doug Ute), Scott Hartley, Richard Jones (representing Bob Jennell), Mark Neal, Bill Harbron, Trevor Thomas and Jon Bowers. Also in attendance were Chad Carson, Trish Baker, Meghan Stoker, Melissa Elliott and Amy Palermo

Jo Lynn Torbert was welcomed to the LACA Governing Board.

Amy Palermo took the floor to explain recent changes a ITSCO. ITSCO merged into WOSU. All services and bill processes will remain the same. As the two organizations assimilate, more service offerings will likely result. Members are encouraged to contact Amy if there are any questions or concerns.

17-021 It was moved by Scott Hartley and seconded by Bill Harbron to approve the minutes of the December 8, 2016 meeting. A vote of approval was taken.

Jon Bowers presented the December, January and February appropriation modifications, January financial reports, and the current 5-year projection. The majority of appropriations were associated with new service agreements.

17-022 It was moved by Mark Neal and seconded by Bill Harbron to approve the FY17 financial items as presented. A vote of approval was taken.

17-023 It was moved by Nelson McCray and seconded by Mary Kay Andrews to approve the electronic vote conducted on February 10, 2017 to “approve the purchase of the Barracuda 990 Backup Appliance with 3 years’ licensing, maintenance and off-site storage, and the necessary appropriations.” A vote of approval was taken.

Jon Bowers explained that the terms of the contract with Capture Education changed such that the per student pricing had to be modified from \$3.50 per student to \$3.75 per student because LACA needed to be able to purchasing licensing on an as needed basis instead of in volume.

17-024 It was moved by Matt Sheridan and seconded by Mark Neal to approve the amendment of motion 17-018 from stating “...Schedule Smart licensing on district’s behalf at a cost of \$3.50” to stating “Schedule Smart licensing on district’s behalf at a cost of \$3.75.” A vote of approval was taken.

Jon Bowers presented the Personnel Committee Recommendations that included job description changes for the Director of Operations and Director of Technology; updates to the Organizational Chart; designation of Joe Alexander as Director of Technology at a salary of \$97,500 effective July 1, 2017; employment of Karah Smith effective April 1, 2017; employment of an additional network

coordinator; setting the salary base increase at 1.9%; and renewed 3-year contracts for Trish Baker, Mary Myers, and Meghan Stoker; and new 2-year contracts for Jon Stoeher, Melissa Elliott, and Annie Epperson.

17-025 It was moved by Jon Burkhardt and seconded by Bill Harbron to approve the Personnel Committee recommendations as presented. A vote of approval was taken.

Jon Bowers proposed the FY18 budget, keeping service rates the same as FY17. A copy of the FY18 fee sheet was distributed.

17-026 It was moved by Scott Hartley and seconded by Ruth Zitnick to approve FY18 budget with a zero (0) percent increase in service fees. A vote of approval was taken.

Presentations

Trish Baker demonstrated the iSearch function, showing that there is a unified look for students in k-12 schools, public libraries and higher education libraries. Trish also gave examples of projects that LACA's school libraries have done over the past few months.

Meghan Stoker spoke about House Bill 410 and how Software Answers is seeking to meet legislative requirements by developing a notification page in ProgressBook. Software Answers is planning to organize a committee to help guide the development of the truancy warning system. Superintendents were asked to notify Meghan if they had an individual that they would want to serve on the committee.

Chad Carson started by explaining the measures that LACA is taking to ensure security of data at LACA. He explained that the secure backups are the best defense against ransomware. He also talked about steps LACA is investigating to better protect schools.

Jon Bowers provided a brief update on fiscal services. The MCOECN has taken steps to stabilize the Kiosk and helped bring the Time Card Entry program to the piloting phase. The Time Card Entry is planned to be ready for implementation by beginning of school year 2017-2018. The eFinance project is progressing. Eight of the nineteen districts committed to Round 1 have gone live. There are 28 districts committed to Round 2. Kari Snyder from LACA will be participate in a live demonstration of the state software for ODE's evaluation committee on March 9th.

In the EMIS update, districts were reminded that if there were students who didn't take EOC assessments because they finished their course before these test were available, the school needs to add records with the appropriate reason. Schools can also have those students take the assessment test and then add their test score results.

The second half K-12 Network Funding was approved at the beginning of March; districts should receive the money within the next week. Districts were reminded that this is the time to post RFPs for new network eligible services.

LACA will be hosting a retirement reception for Melody Hewitt on June 1st from 1:00 to 3:00 pm in Room 151 in the Roosevelt Building. All LACA users are invited to attend. The remaining meeting for FY17 will be May 11th, 2017. The FY18 meetings are planned for September 14, December 14,

2017, February 8 and May 10, 2018. Please let Jon know if any of these dates conflict with significant professional meetings and/or conferences.

17-027 It was moved by Nelson McCray and seconded by Scott Hartley to adjourn the meeting at 10:45 am.
A vote of approval was taken.