LACATech Meeting Minutes – August 3, 2005

Roll Call

The LACATech meeting was called to order at 8:30am on August 3, 2005. The following members were present: Beth Spieth (Lakewood), Keith DeVore (Licking County ESC), Chris Cashdollar (Licking Heights), Larry Smith (North Fork), Lisa Smith (Northridge), Jeff Cameron (Southwest Licking), Mark Goodall (Tri-Valley), Kevin Snyder (West Muskingum), Michele Berry (Heath), Sondra Wilson (Newark), and Sandra Mercer (LACA). Others attending included Jon Bowers(LACA), Joey Alexander (LACA), David Stein (LACA), Carol Van Deest (SchoolNet), Amy Palermo (ITSCO), Jill Merry (St. Francis), Tess Wigginton (Newark Catholic), Vern Benson (Licking Heights), Steve Gebbie (Licking Heights), Jim Liebler (Northridge), and Ed Reck (Fairfield Christian). Representatives from Granville, Johnstown, C-Tec, and Maysville were unable to attend.

Approval of Previous Meeting's Minutes

06-01   It was moved by Beth Spieth and seconded by Larry Smith to approve the minutes of the April 6, 2005 meeting. A vote of approval was taken. There were no minutes from the June 1, 2005 meeting, as a quorum was not present.

Introduction of New Members

Two new members were introduced to the group. Keith DeVore, Technology Coordinator for the Licking County ESC, and Chris Cashdollar, Technology Coordinator for Licking Heights Local Schools.

ITSCO Update

Amy Palermo from ITSCO gave an update to the group. Please direct any questions about the ITSCO update to amy@itsco.org

eTech (formerly Schoolnet) Update

Carol Van Deest provided an eTech update to the group. The next LACA Technology Coordinators meeting will be September 13 at Damon's in Newark. Please direct any questions about the eTech update to carol.vandeest@etech.ohio.gov

E-rate/OneNet Updates

OneNet – OneNet has been renamed to "Ohio K-12 Network".   The Ohio K-12 Network funding application can obtained from the E-Tech website (http://www.etech.ohio.gov) under the "Current Opportunities" heading. Application deadline is October 28, 2005.

E-Rate

The e-Rate steps for FY06 (July 1, 2005 through June 30, 2006) are as follows:

1. District receives FCDL
2. LACA sends e-mail to encumber P.O.
3. District verifies Tech Plan is approved (non-pub)
4. File 486
5. File OneNet application – Deadline October 28, 2005
6. Contact LACA by August 31 if filing BEAR form

7. Contact LACA by September 15 if network changes (Ex:add/remove T-1s)
8. LACA sends invoice in November crediting E-Rate – if no BEAR.
9. LACA sends check for DASite OneNet share once states distribute funds.

Estimates for this year are $566,000 vs. $256,000 for FY04. This is an additional $310,000 in federal funding.

Wide Area Network Updates

Fiber Study – Still waiting for movement on the Third Frontier Network. Money flowed to about half of the DASites in late FY05, but there is no connectivity yet.   On-going maintenance costs and other unanticipated expenses may push the costs higher than expected.

CSA Licensing - Newark has Cisco Security Agent (CSA) licensing for sale if anyone is interested. They have 6 server licenses and 210 client licenses. The server licenses translate to client license at a ratio of 33 to 1, so there is the potential for 408 client licenses. Please contact Sondra Wilson at Newark if interested.

Technical Services Updates

06-02   *Exchange 2003 Migration* – It was moved by Larry Smith and seconded by Jeff Cameron to purchase Messageware Plus Pack 2003 for $2,000 with a $500 annual support fee. A unanimous vote of approval was taken.

06-03   An e-mail retention policy was discussed. It was moved by Kevin Snyder and seconded by Beth Speith to recommend the following to the Governing Board.
1. There will be a 100 megabyte limit on individual user mailbox sizes (no exceptions). Only warning messages will be sent at this time (no restrictions on sending and receiving).
2. Inbox items older than 6 months will be deleted by an automated process.
3. Sent Items older than 30 days will be deleted by an automated process.
4. Delete items older than 14 days will be deleted by an automated process.

Notice on these changes will go out in August, with a September 1 effective date. Districts who do not have e-mail stored on LACA's Exchange server will be excluded from these e-mails.

Off-Site Backup Hosting – This topic was brought up once more, but there was no additional interest. In the future, if there is a need, this topic will be revisited.

LAN Switch Maintenance – Please get LACA a list of Cisco LAN equipment you want to cover with Smartnet maintenance by September 10, 2005.

USD Helpdesk Update – LACA has begun using the Universal Service Desk Helpdesk product put in place by the state. We are working through some implementation issues. We will be converting our support distribution lists (such as network@laca.org and library@laca.org) to automatically create helpdesk tickets. There are plans for an end-user web interface as well.

Sophos Server setup for Home Downloads – Downloads for Sophos home updates can be obtained at http://www.laca.org/technicians/sophos/district/. Other software can be obtained here as well by tech coordinators using their LACA e-mail username and password (Spysweeper, Reflection, PRTG).

Other Discussion

IVDL Updates – Content $1500 (last year $2000). Any remaining funds will roll into LACA's general fund.   Lead Teacher training will be August 18 and August 23 from 9:00am – 11:30am.

Progress Book – LACA is in the process of rolling over to the new year. Progress Book will be shutdown on August 3 until districts complete scheduling and start-of-year procedures for SIS. One hundred percent of LACA member districts will be on Progress Book at the start of FY06.

SSEM – LACA is now the support site for 14 other DA-Sites. LACA provides 1st level support on the software, while Software Answers provides 2nd level support and enhancements to SSEM.

SIRSI – Conversions are being completed for Newark City. Heath's Garfield Elementary and Granville are two new additions coming onto Sirsi for the new school year.

Unfinished Business
I-Trap – A review of this product will be done in February. SBC also has a similar service for $400 per month that we may review.

The policy for altering 8e6 Keyword Filtering will be presented to the Governing Board.

Members of the LACA staff have heard reports that user accounts/passwords are being shared, rather than applying for LACA accounts for new employees. We encourage everyone who needs access to LACA resources to have their own username and password.

The "page cannot be displayed" intermittent problem is still happening. We will be implementing a new core network at LACA in the near future that will take workload off our Pix firewall and will hopefully correct this issue.

New Business
There have been reports of issues installing Fiscal software (Safari) on district office computers due to lock-down policies. Also, FireFox is the recommended browser to use with the new SSDT USASWeb applications. USASWeb users may need the ability to install this on district computers or have it installed by district technology coordinators.

LACA is asking that the Superintendents designate an alternate in addition to the LACATech representative from each district. This would assist in the flow of communication (through the LACATech listserv) in the absence of the current representative.

LACA has two LA400 line printers for sale for $100.00 each. All you would need is a JetDirect print server (or equivalent) and maintenance to attach them to the LACA network as an additional printer for your building. Many HP printers are no longer maintenanced by HP. LACA is now getting maintenance through Inland Associates effective September 1. The costs are different (some higher, some lower). Melody Hewitt will be sending information to the Treasurers about this change.

An Educational Resources pricing flyer was distributed to the group. The MCOECN has established a discount with them. When ordering, mention bid #25067. License history can be tracked through their website (www.edresources.com). If you are interested in having them in for a presentation after a future LACATech meeting, please let us know.

A new revised LACA website will be coming soon. Release date has not yet been determined.

LACA will be implementing a new VPN system for home users who need access through Reflection. This will allow us to secure telnet sessions that are normally sent in plain text over the internet, and are susceptible to network sniffing for passwords. West Muskingum and North Fork volunteered to be our first users to switch, when the proper setups have been done.

Next LACATech meeting date will be October 5, 2005 at 8:30am.

06-04   It was moved by Kevin Snyder and seconded by Mark Goodall to adjourn the meeting at 10:50am. A unanimous vote of approval was taken.