LACATech Meeting Minutes – September 10, 2007

Roll Call
The LACATech meeting was called to order at 8:35am on September 10, 2007. The following members were present: Denny Souder (Granville), Michele Berry (Heath), Tony Smith (C-TEC), Tim Owen (Lakewood), Brian Gottfried (LCESC), Chris Cashdollar (Licking Heights), Sally Sperry(Mount Vernon), Sondra Wilson (Newark City), Larry Smith (North Fork), Beth Rowley (Northridge), Forrest Yokum (Southwest Licking), Chris Irvin (Tri-Valley), Mike Carter (Johnstown), Kevin Snyder (West Muskingum), and Sandy Mercer (LACA). A representative from Maysville was unable to attend.

Others attending were Eric Thompson (Granville), Jesse Lyon (C-TEC), Chip Zolman (Mount Vernon), Jim Liebler (Northridge), Tom Jacob (Excel Academy), Paul Kamenan (Fairfield Christian), Jill Merry (St. Francis), Dave Stenson (St. Francis), Jon Bowers (LACA), Dave Stein (LACA), Joey Alexander(LACA) and Chad Carson (LACA).

Approval of Previous Meeting's Minutes
08-01   It was moved by Brian Gottfried and seconded by Larry Smith to approve the minutes of the June 6, 2007 LACATech meeting. A vote of approval was taken.

Introduction of New Members
Eric Thompson from Granville, Tim Owen from Lakewood, and Beth Rowley from Northridge were introduced and welcomed to the group.

ITSCO Update
An ITSCO update was given by Amy Palermo and Rachael Simon. Please direct any questions about the ITSCO update to amy@itsco.org or visit the ITSCO website at http://www.itsco.org/

eTech Update
Amy Estep gave an eTech update. Please direct any questions about the eTech update to Amy at amy.estep@etech.ohio.gov.

Ohio K-12 Network Updates
Video Services – Video standards were presented for QoS on school networks. LACA will be going on a site-by-site basis and assessing the video quality to make sure we are following those standards.

V-Tel maintenance ends September 31, 2007. We DO have some spare parts, but we cannot possibly self-maintain those systems. If you are upgrading, the entry-level $1500 V500 Polycom works great if you are using it primarily as an endpoint. You CAN re-use the V-Tel cameras if you buy a new higher-level Polycom that accepts video inputs (the V500 does not). If you are planning to broadcast a class out, the V500 is not a good choice. Currently only 17 buildings are participating in LACA video services for FY08. LACA could double the buildings in FY09, cut the costs in half, and still provide the service to encourage more use of the video services. Calls to district buildings to encourage more participation will be made during the year.

Jon Bowers demonstrated where to find the Etech Video Services Registration information and use the new scheduling software on the E-tech website. LACA is the main contact for keeping the information up to date at Etech.

K-12 Network Committee – The deadline for the K-12 Network application is October 31, 2007. Make sure to use the current network diagram from http://www.laca.org/diagrams/

WAN Updates
ISP Contract Update – FY08 ISP contract addendums are complete and reflect lower rates for T1 ($650 reduced to $400) and 10mb fiber ($850 reduced to $800) for ALL district links. Invoices will go out in October/November. You will not be billed until you get your erate funding commitment letter.

District Fiber Updates – Tri-Valley is not done, but they are under construction. All other new fiber upgrades are complete. LACA requires a minimum 30 day written notice from Superintendents for all circuit disconnects and/or new circuits.

Internet Caching – All ITCs were given a $60,000 grant to cover costs of converting the primary link to the Ohio K-12 Network to Gigabit Ethernet, and to put in 500gb of Internet caching. Ironport caching boxes have been purchased and shipped to LACA, but not yet installed. Cisco/Ironport will be coming later this week to train LACA staff and assist with the installation.

Technical Services Update
Internet Filtering - LACA will not be providing the 8e6 Remote Laptop Client service unless there is significantly more interest to share the cost of the $4,000 server appliance. Long Distance VoIP (Vonage, etc) within the network cannot be blocked by our content filter. The 8e6 filter can block the sites themselves, so people cannot download the client, but that does not prevent someone from bringing it in from home and installing. LACA's current policies do not prevent anyone from using VoIP software, but if this becomes widespread in usage, it could impact our Internet bandwidth. Further discussion will take place at a later LACAtech meeting.
New 8e6 2.0 software release will be coming Fall 2007. Joey Alexander provided a brief demonstration of the version 2.0 interface that everyone will be using. There will be many category changes, and these need voted upon for inclusion in the LACATech or CIPA groups. There will be many broad categories with a few sub-categories under them. The following changes are to be made, based on a majority vote:

Adult Content – All sub-categories will be under CIPA
Security – Change all sub-categories to LACATech
Illegal/Questionable – Change all sub-categories to LACATech
Bandwidth – Move Web-Based Storage to LACATech, others remain unchanged
Internet Communication – Move Web logs/personal pages to LACATech, others remain unchanged
Internet Productivity – Move Adware to LACATech, others remain unchanged.
Shopping – No changes
Business/Investments – No changes
Education – No changes
Government – No changes
Entertainment – No changes
Health – No changes
I.T. – Move Portals to LACATech, others remain unchanged.
Internet/Intranet – Move Intranet to LACATech, others remain unchanged
News/Reports – No changes
Religion/Beliefs – No changes
Travel/Events – No changes
Society – Move Tobacco to LACATech, others remain unchanged

08-02 It was moved by Larry Smith and seconded by Denny Souder to accept the changes to the 8e6 Content Filtering as discussed. A unanimous vote of approval was taken. The 8e6 version 2.0 upgrade will take place the evening of September 10, 2007.

StorServer Off-Site Hosted Backups – The Storserver SLA was distributed. This SLA covers all costs and expectations of the Storserver Off-Site Hosted Backup service.

ITC Standardization for Disaster Recovery – A joint project between ODE, the OECN, and the Ohio K-12 Network is building a "cold site" for shared use by the 23 ITCs. This site would be used in the event of a disaster at LACA, allowing us to get our services back online as soon as possible. As a result, LACA will be upgrading our hardware and moving our servers to a VMware (virtual server) environment, to improve our own uptime, as well as align ourselves to more easily use the cold site in the event of a disaster.

Laptop Security Policy - We had discussion about the need for a policy regarding keeping personally identifiable data on laptops (data exports, reports, etc) in the event the laptop is stolen or compromised. This topic will be further discussed at upcoming meetings.

Windows Vista Discussion - Not really Vista related, but Park National Bank has a problem accepting direct deposit uploads through IE7 (on Windows XP). LACA is asking that treasurer's office personnel that need this ability be rolled back to IE6.

PRTG Traffic Monitor – Many districts have expressed interest in running local copies of PRTG to build statistics on their own networks. The LACA site license allows instances of PRTG to be installed anywhere in our network. LACA will work with a pilot district to test the installation and setup.

LAN Switch Maintenance – LACA needs LAN Switch maintenance forms signed and returned by September 18, 2007.

Other Discussion

DASL Updates – 440 districts across 16 ITCs are now on DASL. No LACA conversions will take place during the upcoming school year. The four remaining member districts and two community schools will take place next summer. Forest Yokum requested information on the DASL to Versatran (Bus Software) export. Sandy Mercer will relay these requests to the DASL team. Michele Berry requested a MISC screen to hold student network IDs.

SSDT Human Resources Kiosk – Maysville is piloting the Leave module. C-TEC is going live with personnel module in October. Workflow options in the Kiosk are still under development. IPDP module under development as well.

D3A2 Update – Five districts (Granville, Heath, Licking Heights, Maysville, West M) are signed up on ODE's website for D3A2. LACA is waiting for the SSDT project to tie D3A2 authentication into LACA's current Active Directory (e-mail) accounts, the re-roster from DASL, and the development of a report for teachers to use to look up classes more easily.

LAMA Update – Most districts are now using LAMA, though we did not have 100% using LAMA by the start of the school year. Additional development needs to be done to bring on C-TEC, so LACA will be scheduling an October 1 completion date.

Record Retention – During FY08, LACA will be developing a public records retention policy.

New Business

08-03 Elections of LACATech officers. It was moved by Mike Carter and seconded by Denny Souder to elect Chris Cashdollar as LACATech Chairperson. A unanimous vote of approval was taken.

08-04 It was moved by Chris Cashdollar and seconded by Denny Souder to elect Mike Carter as Vice-Chairperson. A unanimous vote of approval was taken.

08-05 It was moved by Michele Berry and seconded by Brian Gottfried to elect Mike Carter as Governing Board representative. A unanimous vote of approval was taken.

Sandy Mercer distributed brochures on new Adobe products to the group.

SIFA Membership and EMIS Rewrite - SIFA membership have been purchased by ODE for each district in Ohio. A ZIF server will be provided to each ITC by ODE for moving data seamlessly from one service to another. ODE expects to have the new EMIS system in place by July 2009. A flowchart design of the new system was distributed. ODE will be communicating progress to the EMIS Coordinator and Technology Coordinator of each district. More information can be obtained by visiting www.sifinfo.org

The MCTSG District Digest Newsletter was briefly discussed. We need to monitor the Ohio Broadband network initiative and how this relates to the OSC network that K-12 schools currently travel through. If you have HP servers to put under maintenance, the MCTSG is very competitively priced. Please contact Jon Bowers for more information if necessary.

LACA would like to bring in Cisco to present on wireless security and Symantec to present version 11 of their software. We agreed to tentatively schedule this for October 18, 2007 with Cisco in the morning and Symantec in the afternoon. More information will be sent out as this date approaches.

Renaissance Learning expressed interest in presenting to the group. Materials were distributed and it was decided that interested districts would contact Renaissance Learning directly.

The following districts expressed interest in Deep Freeze group purchasing – Granville, Johnstown, Heath, LCESC, C-TEC. Jesse Lyon will lead the negotiations with Deep Freeze.

The LACATech meeting schedule for the 2007-2008 school year was shared.
The dates will be November 7, 2007, January 8, 2008, March 5, 2008, May 7, 2008.

08-06   It was moved by Chris Cashdollar and seconded by Denny Souder to adjourn the meeting at 11:40 am. A vote of approval was taken.

Reported by,

Chad Carson
Director of Technology, LACA