



LACATech Meeting Minutes – November 7, 2007

Roll Call

The LACATech meeting was called to order at 8:35am on November 7, 2007. The following members were present: Denny Souder (Granville), Michele Berry (Heath), Jesse Lyon (C-TEC), Tim Owen (Lakewood), Dave Calloway (LCESC), Chip Zolman representing Sally Sperry (Mount Vernon), Megan Robinette representing Sondra Wilson (Newark City), Larry Smith (North Fork), Beth Rowley (Northridge), Mark Goodall (Tri-Valley), Kevin Snyder (West Muskingum), Mike Carter (Johnstown), Chris Cashdollar (Licking Heights), and Sandy Mercer (LACA). Representatives from Maysville and Southwest Licking were unable to attend.

Others attending were Tom Jacob (Excel Academy), Dave Deibel (Granville Christian Academy), Paul Kamenan (Fairfield Christian Academy), 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

08-07 It was moved by Mike Carter and seconded by Denny Souder to approve the minutes of the September 10, 2007 LACATech meeting. A vote of approval was taken.

eTech Update

Amy Estep gave an eTech update. Amy has been instructed to NOT distribute the eTech Ohio Update newsletters via e-mail, only in person at meetings. She would like feedback on this decision to forward to her supervisors. Chad Carson gave a brief online demonstration of ETech's Technical Reference Library at Books24x7.com, so everyone was aware what was truly available. Amy would like feedback on our usage of this resource as well to advocate future renewals of the resource in years to come. Please direct any further questions about the eTech update to Amy at amy.estep@etech.ohio.gov.

Ohio K-12 Network Updates

Video Services – Currently, all Polycom V500 systems residing INSIDE LACA's network CANNOT directly connect to Polycom VSX systems OUTSIDE of LACA's network. When dialing, the calls do not fully connect. This is because our ASA firewall is restricting certain packet lengths. We applied a fix to the ASA last December, but this July when we upgraded the ASA, the problem returned, with the fix still in place. Cisco found that this is a bug and scheduled a re-write of the ASA software, due to be available around December/January. In the meantime, all of these calls must either be bridged through LACA or eTech.

K-12 Network Committee – K-12 network committee meetings were cancelled, so there are no new updates since the last LACATech meeting.

WAN Updates

ISP Contract Update – Jon Bowers shared a spreadsheet listing each district's ISP contract status for the next round of E-Rate filing (2008/FY09). The E-Rate funding year 2008 window opens November 7, 2007 and closes February 7, 2008. Districts' last day to file a paper 470 is

January 3, 2008 (must be in the mail by then) and an online 470 is January 10, 2008. LACA will begin invoicing for ISP FY08 contracts in November.

District Fiber Updates – The three new Tri-Valley elementaries will be connected with TWC fiber: Adamsville and Frazeytsburg are scheduled to go online within the next week, and Nashport will be active around December 15. Newark's new Cherry Valley elementary will be connected within the next two weeks.

Internet Caching – LACA and all other ITCs were given a grant from the Ohio K-12 Network to implement caching in exchange for reduced Internet bandwidth charges. The Ironport cache purchased by LACA has a few bugs to iron out. Ironport has provided LACA with a patch for two problems we were encountering. Caching will be turned on for the LACA staff only to evaluate the effectiveness of the patch. After this testing LACA will enable caching for C-TEC, then enable a district per week until the full implementation is done. If problems are found, LACA will stop adding new districts, fix the issue, evaluate for a week, then continue adding more districts. Jesse Lyon asked about the logging capabilities of the Ironport cache. Currently, LACA is not retaining any logs from this box. If this is desired by the group, we would have to have discussion to change our logging policies. More discussion will take place on this after the caching is up and running and we know more about the capabilities.

ITSCO Update

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

Technical Services Update

Exchange Setup for PDA/Mobile Devices – Attempts to connect mobile devices (Treo, Palm, etc) through ActiveSync directly to the LACA Exchange server have not been successful. Chad Carson reported that due to the forms-based authentication in place for Outlook Web Access on our single exchange server, Activesync is not supported. Recommended configurations are for a dual server, front-end/back-end configuration to make this work properly for mobile devices. Chad Carson proposed installing a dedicated Exchange front-end server after the new VMWare cluster was up and running, which would allow LACA to bring up the server by purchasing licensing only at an estimated cost of \$1500-\$2000. The new front-end server could be Exchange 2007 or 2003 (further research will determine this), but the back-end would remain 2003 for the foreseeable future. The server would not be available until January 2008 at the earliest, and possibly June 2008 at the latest. It was moved by Denny Souder and seconded by Larry Smith for LACA to move forward with the Exchange Front-end server as proposed. A unanimous vote of approval was taken. Mark Goodall asked about options for presenting Outlook Web Access to mobile devices. Chad Carson will investigate further into the available options. Chad Carson also announced that RCP over HTTP access for Exchange was now working, and will be sending out instructions for connecting home users with Outlook 2003 to the LACA Exchange server over HTTP and HTTPS ports.

08-08

Internet Filtering - C-TEC has requested that LACA move **YouTube.com** and **ning.com** out of the R-rated CIPA category to allow districts to make local decisions about allowing/blocking these sites.

Discussion followed on alternate methods to get YouTube content and storing the desired videos locally on school PCs or file servers for use in classrooms. There are various tools available to download YouTube content and convert it for use (Mozilla has an add-on for saving embedded videos in web pages as Flash files, which can be viewed with freeware flash viewers, as an example). Joey Alexander stated that it was possible to enable a feature in the 8e6 filter to allow override accounts to bypass the minimum filtering level for sites. This could allow certain users access to certain sites only. It was moved by Jesse Lyon and seconded by Kevin Snyder to recommend to the LACA Governing Board to allow districts with local control the ability to override all websites and categories, including those listed in CIPA categories. A vote was taken as follows: Granville – No, Heath – No, C-Tec – Yes, Lakewood – No, LCESC – No, Maysville (not present), Mount Vernon – Yes, Newark City – No, North Fork – No, Northridge – No, Southwest Licking (not present), - Tri-Valley – Yes, West Muskingum – No, Johnstown – No, Licking Heights – Yes. The motion did not pass.

08-09

- 08-10 It was moved by Jesse Lyon and seconded by Kevin Snyder to recommend to the LACA Governing Board to move YouTube.com and NING.COM from the CIPA category to the LACATech category. A vote was taken as follow: Granville – Yes, Heath – Yes, C-TEC – Yes, Lakewood – No, LCESC – No, Maysville (not present), Mount Vernon – Yes, Newark City – No, North Fork – No, Northridge – No, Southwest Licking (not present), Tri-Valley – Yes, West Muskingum – Yes, Johnstown – No, Licking Heights – Yes. The motion passed.
Today, 8e6 has the ability to enforce safe search on only Google and Yahoo search engines. 8e6 recommended to LACA to block ALL search engines, and only allow Google and Yahoo to be accessible, with safe-search enabled, to prevent access to image searches through other search engines.
- 08-11 It was moved by Kevin Snyder and seconded by Mike Carter to recommend to the LACA Governing Board that all search engines be blocked under the LACATech level of filtering, and Google and Yahoo be exempted with safe-search enabled. A unanimous vote of approval was taken. This configuration change will take effect after the December Governing Board meeting, if it is passed.
A new Internet Filtering Request Form was distributed. Each district/non-public district will need to file a new form with LACA. Please fill out ONLY option 1 (if you do NOT wish to manage your own level of filtering) OR option 2 (for local management of filtering), but not both.
LACA has investigated the usage of personal Voice over IP applications in the LACA network (such as Vonage) and determined that their use is illegal under the Ohio constitution.
- 08-12 It was moved by Denny Souder and seconded by Kevin Snyder to recommend a change to the LACA Internet Acceptable Use Policy to disallow use of the LACA network for personal IP phone services. A unanimous vote of approval was taken.
LACA is requesting that each district provide us with content for a custom blocked page on the 8e6 filter. We would like to know the verbiage you want on the page, a district e-mail address to use for questions/comments (instead of network@laca.org), and any URLs pointing to district policies that you may want on the page. Please get this to Joey Alexander by November 16, 2007.
LACA has also been contacted by Deep Nines (competitor to 8e6) to perform a free Internet content audit (ICA) and report the degree in which students are bypassing the content filter. The group expressed no interest in conducting the audit.
ITC Standardization for Disaster Recovery – We now have the new HP bladeserver equipment here at LACA. We are working on some power issues before we do the installation. Our timeline is to have the servers up and running with VMWare installed and tested before Christmas break, and we can begin virtualizing servers during that week between Christmas and New Years.
Laptop Security Policy - Laptop Security was presented at the last meeting. Amy Estep shared a copy of the State of Ohio IT Policies - Portable Computing Security. Chad shared information on a \$50/license software product (VMWare Ace) that encrypts everything on a PC. LACA also plans to modify LACA's Data Security Policy to address this issue and a copy of the proposed change will be shared at a future LACATech meeting.
PRTG Traffic Monitor – Joey will be working with LCESC and Johnstown to be the first to run local instances of PRTG for their internal LANs. These statistics will help LACA and the districts troubleshoot bandwidth problems internally.
Symantec – LACA will be testing Symantec 11 over the next two months. It is very different than version 11, and LACA recommends a summer rollout of this version. LACA will conduct a training after the first of the year. We hope to have a lab environment set up to do hands-on training. Johnstown and Mt Vernon have volunteered to be the pilot districts for the version 11 upgrade.

Other Discussion

Public Records Requests – Recent Public Records requests were discussed and a copy of a document received from MCOECN legal counsel was distributed.

Sandy Mercer provided an update from the Nov 1, Document Management presentation. TCCSA, the ITC in Wooster, presented information on:

- Current Records Environment
- Records Retention Requirements
- Document Futures including integrated system, paperless (reduce paper “bog”), Audit Tracking features, scalability and reliability
- OnBase Hyland Software demonstration

The state is proposing a regional deployment of the Document Management system and more information will be shared with the Committee as soon as it is received.

eTech Video Distance Learning Clearinghouse - Sandy Mercer shared information presented at the last ITC Directors by Deb Segner on the Distance Learning Clearinghouse created by HB119. State policies are being defined and input is being requested from school district personnel (Stakeholders). The group agreed to request a presentation for the next LACATech meeting.

DASL Update - There are now 458 districts across 16 ITCs for a total ADM of 631,186 on DASL. LACA's last DASL Team Leader meeting was held October 31, 2007. Under Sinc, DASL's Support Information Center, LACA has now developed the ability to create ad-hoc reports for districts. DASL updates are available at <http://www.laca.org/Services/DASL/>. At the last LACATech meeting, Michele Berry requested a MISC screen for recording/storing Network ID's. Jeff Davis presented a proto-type of the MISC screen request and input was gathered from the group. Kevin Snyder asked if existing spreadsheets with this data could be imported to this MISC screen. Jeff Davis will research this possibility.

SSDT Human Resources Kiosk – The basic personnel package has been implemented at C-Tec and Maysville. This gives school staff the ability to review personnel information, pay slips, leave balances, district/building announcement board, and a district links page. The leave approval workflow module has been implemented at Maysville. SSDT will continue to develop a more sophisticated system to allow for alternate approvals, leave cancellation, etc... An LPDC Module called IPDP is also being developed which will replicate the LPDC approval workflow and interface with ODE to support license renewals. There is no firm timeline on the delivery of this module. Other modules are also being considered: district calendar, job applicant tracking and W-2/W-4 modules. For LACA's implementation of the HR Kiosk, districts have signed up to be implemented in one of these three groups:

November 2007

Granville, Johnstown, North Fork, Mt Vernon

February 2008

LCESC, Heath, Northridge, Southwest, Tri-Valley

May 2008

Licking Heights

If your district is not on this list, you will be scheduled for May 2008. We are asking that a district be live on the personnel module for 3 months prior to implementing additional modules. This will give users time to become accustomed to the application.

D3A2 Update – Sandy Mercer presented an update on the D3A2 implementation plan. Eric Bell is the new State Project Manager, housed at NWOCA/SSDT. Tri-Valley will be training their pilot teachers with plans for a winter district-wide deployment. Southwest Licking will be attending a meeting at LACA on Nov 28th to review all data loads and prepare next steps. Johnstown will be attending their district Kick-off meeting at LACA on Friday, November 9th. LACA will be working with two districts per quarter beginning in January 2008. The schedule is as follows:

- i. Jan-Mar: MV, HE
- ii. Apr-Jun: MA
- iii. FY09: TBD

Districts are encouraged to review the www.d3a2.org website for more information.

LAMA Update – LACA still needs to convert Welsh Hills and Par Excellence. All other districts are converted to LAMA. LACA still needs to put in requests for existing Reflection-based access, as there was no easy way to import this. This has been done for about ½ of the districts. Chad Carson will contact each district as this is done, asking the district to approve the requests.

SIFA Membership and EMIS Rewrite - No new updates from ODE to report.

Group Purchasing Committee Report – 8e6 provided LACA with a quote for a free mobile appliance if the consortium purchases 500 clients licenses for 3 years. They would also reduce the client license cost from \$11.20 to \$5.60 per year. Based on estimates given by the members present at the meeting, we were around 520 potential licenses. The original quote asked for this commitment by Dec 15th Joey Alexander will contact 8e6 and ask for an extension, ask for a lower license commitment number (300), and find out the procedure/cost if we need to add licenses during the 3 year period.

HelpDesk Usage – Chad Carson encouraged the use of the Helpdesk interface (link is now on the main <http://www.laca.org/> website). Many LACA service areas are mandating use of the Helpdesk in FY09, and the network support team would like to do the same.

New Business

There was no new business.

Unfinished Business

There was no unfinished business.

The next LACATech meeting will be January 9, 2008 at 8:30am.

08-13 It was moved by Denny Souder and seconded by Dave Calloway to adjourn the meeting at 12:16 pm. A vote of approval was taken.

Reported by,

Chad Carson
Director of Technology, LACA