



## Licking Area Computer Association

Minutes of the meeting of the Licking Area Computer Association Fiscal Advisory Committee held February 16, 2017 convening at 9:08 a.m.

The following members answered present to the roll call: Ben Streby, Mike Sobul, Brad Hall, Zach Niblick, Trent Montgomery, Glenna Plaisted, Dave Chambers, Judy Forney, Patti Stocker for Jeff Anderson, Tonya Mickley, Ryan Smith, Mindy Sturm for Rick Jones, Julie Taylor, and Jon Bowers.

Lottie Fisher, Todd Griffith, Lew Sidwell, Britt Lewis and Kim Moyer could not attend.

Rob Ogg arrived at 9:11 a.m.

Chad Carson, Kari Snyder, Mary Myers, and Melody Hewitt were also in attendance.

- 17-007 It was moved by Glenna Plaisted and seconded by Ben Streby to approve the minutes of the December 2, 2016 meeting. A vote of approval was taken.

### **Hot Topics**

#### **State Funding Formula**

Mike Sobul presented an update on the state funding formula as it stands now.

#### **District Budgeting Process**

Glenna Plaisted facilitated a discussion on how districts allocate budget monies to their buildings and departments.

#### **Ransomware**

Chad Carson discussed Ransomware and how the virus could infect district computer systems and what districts can do to help prevent this problem. The most important thing is to make sure your files are backed up. If you would like to sit down with Chad Carson or Joe Alexander to discuss what your district could do better to prevent this problem, call LACA.

### **State Software**

#### **EMIS Update**

Mary stated the Federal Child Count data will be pulled from student data submitted to ODE as of March 6, 2017 at 5:00 p.m.

There is a new adjustment on the FTE Detail report for students with disabilities that don't have valid IEP events reported. This could happen if the event was not reported last year as it should, in which case a NIEP event should be reported so the district will get weighted funding for the student for the full year. This could also happen if the student was newly identified and the IEP was not completed the same day the ETR was completed. In this case, the gap in weighted funding is correct.



Starting with the FY17 Yearend Financial period H reporting, ODE will be analyzing Maintenance of Effort (MOE) on Title I and Special Ed funding. Districts are encouraged to analyze their accounts to make sure they are spending the monies they are receiving from each of those areas in those areas. ODE is checking to make sure, especially in Special Ed areas, that districts are supplementing and not supplanting.

#### SERS Per Pay Reporting

Melody discussed the new SERS per pay reporting. Per pay reporting went into effect February 1, 2017. Districts will now run SERSREG after every payroll, then transfer and upload the file(s) to the eSERS website.

There is no longer a process that “closes the month” for payroll. The monthly SERSREG did that in the past. Districts need to be very careful when running mini pays that USAS has not been closed for the month.

You now have 5 days from the *pay date* to make your SERS deposits. If you are not using an ACH deposit, you may want to consider changing from a check to ACH.

#### City Tax Reporting

A new requirement for 2016 city tax reporting went into effect with HB5. Employers now need to include all city tax paid by employees when sending electronic city tax filings. State Software has been updated to handle this new requirement. The DVDs that LACA sent to CCA, RITA, Newark, Columbus, Delaware and Whitehall included all the required information.

A number of LACA districts use the City Tax Report from State Software. This report does not include the reciprocal tax paid by employees and was rejected by some cities. LACA will review this before calendar year end close for 2017.

#### USXS Redesign Update

Kari provided an update on the USXS Redesign Project. The Fiscal Redesign Oversight Committee, which is overseeing the direction of the Redesign Project, has requested a comprehensive demo by an ITC support person and a district user. Kari is working with a school treasurer to present the current functionality of the software to this committee on March 9<sup>th</sup>. While preparing for this demo, SSDT shared some of the features that have been added since the most recent Preview Releases which were installed in fall 2016. Those features include mapping, job calendars, AUTOREC, and PAYREC, to name a few.

#### Current Fiscal Projects

##### Requisition Approval Manager (RAM)

There have not been any recent changes to RAM. No questions were asked.



### Kiosk

LACA will be participating in a webinar on 2/17/17 for an update on the Kiosk. It was determined that most of the recent problems we were having with the Kiosk are related to the Kiosk/AESOP interface.

### SunGard eFinance

Kari mentioned that 8 of 19 schools from Wave 1, scheduled to go live in January 2017, have gone live on eFinancePLUS. There are currently 28 entities statewide in Wave 2. Training for Wave 2 has begun and the intention is to go live in July 2017. Kari explained the time commitment of such trainings, webinars, conference calls, etc. It was also mentioned that PowerSchool recently acquired SunGard.

Kari shared some features of eFinancePLUS and some concept changes that have been learned during training. Please review the PowerPoint for details and email if you have any questions.

### **Governing Board Update**

At the December Governing Board Meeting, the employment of Annie Epperson was approved. The board also approved the membership of Licking Valley Local Schools. Licking Valley has participated in LACA as a non-member for many years. We are excited to serve Licking Valley as a member.

LACA has entered into an agreement with Capture Education to purchase ScheduleSmart, software for building middle school and high school schedules. The cost was approved at \$3.50 per user.

The LACA Board approved Network Storage as a Service (NaaS) at the cost of \$200.00 per terabyte per year. Jon Bowers presented the proposed FY18 budget. No fee increase is expected at this time.

Trish Baker has presented INFOhio use statistics to districts. Jon Bowers shared that Registration Gateway was offering a 50% discount on implementations on new contracts that are signed by the end of December.

### **Unfinished Business**

#### Treasurer's Retreat

It was decided that the next Treasurer's Retreat will be held in Coshocton on September 28 -29. Julie Taylor will check for availability.

#### W2's on Bear

Mary has all of the 2016 W2s on BeAR for the districts that have given us permission to place them there. If you have not signed a release but would like your W2s on BeAR, please contact LACA.



**New Business**

**Upcoming Trainings**

A list of scheduled meetings and trainings is listed in the PowerPoint and on the agenda.

**Next Meeting**

The next meeting will be April 20<sup>th</sup>. The last meeting for FY17 will be June 1<sup>st</sup>. This meeting will include the fiscal year end closing review.

17-008 It was moved by Brad Hall and seconded by Glenna Plaisted to adjourn the meeting at 11:44 a.m.

Reported by,

Melody Hewitt  
Fiscal Coordinator