

ACCESS
Area Cooperative Computerized Educational Service System
Regular Assembly Meeting
9:00 a.m. Friday, April 12, 2019
ACCESS, 493 Bev Road, Unit 1, Boardman, OH 44512

M-I-N-U-T-E-S

A regular meeting of the Assembly of the ACCESS Council of Governments was held at 9:00 a.m. on Friday, April 12, 2019

Mr. Mook called the meeting to order at 9:05 a.m. The following members were present:

Austintown Local Schools, Vince Colaluca
Beaver Local Schools, Eric Lowe
Boardman Local Schools, Tim Saxton, Nick Ciarniello, Chris Rhodes
Campbell City Schools, Matt Bowen
Columbiana County ESC, Anna Marie Vaughn
Columbiana County CTC, Chuck Adkins
Columbiana Exempted Village, Don Mook
Crestview Local Schools, Charlene Mercure
East Liverpool City Schools, Kathy Jo Laughlin
Lowellville Local Schools, Geno Thomas
Poland Local Schools, David Janofa, Janet Muntean
Salem City Schools, Michael Douglas
Sebring Local Schools, Dawn Meeks
South Range Local Schools, Dennis Dunham, Jim Phillips, Dean Pagnotta
Springfield Local Schools, Tom Yazvac, David Whorten
United Local Schools, Melissa Baker
Wellsville Local Schools, Richard Bereschik
Western Reserve Schools, Doug McGlynn
Youngstown City Schools, A.J. Ginnetti, John LaPlante

Also attending:

Lisa Smith, Executive Director, ACCESS
Brian Stidham, Treasurer, ACCESS
Diane Fabian, Director of Student Services and State Reporting, ACCESS
Patrick Rager, Director of Technology, ACCESS
Gretchen Martin, Student Services, ACCESS
Ruby Stiles, Student Services, ACCESS
Kevin Homistek, Network Services, ACCESS
Kevin O'Donnell, Fiscal Services, ACCESS
Tom Davies, Network/Library Services, ACCESS

Mr. Yazvac moved and Ms. Vaughn seconded a motion to approve the (Motion 19-01) agenda. Motion carried. Mr. Mook declared the Agenda approved.

Mr. Douglas moved and Ms. Laughlin seconded a motion that the minutes of the November 2019 Regular Assembly Meeting be approved. Motion carried. Mr. Mook declared the minutes approved. (Motion 19-02)

Mr. Stidham reviewed the March 2019 Financial Report. Mr. Stidham shared that unique to FY2019, ACCESS purchased a new building, a one-time cost using funds available. He shared the typical receipts by percentage of the total as well as expenses by percentage of the total. Looking to FY2020, Mr. Stidham projects some increases in application costs (fiscal and student) that are typically absorbed by ACCESS. Finances continue to be monitored to ensure that the balance remains sound to avoid any fee increases in the future. Mr. Adkins moved and Mr. Colaluca seconded a motion to approve the financial reports. Motion carried. Mr. Mook declared the motion approved. (Motion 19-03)

Financial Update

Mr. Stidham updated the membership on the SSDT fiscal redesign software program. To date, three ACCESS school districts have gone live with five more school districts planning to follow. Training classes continue to be offered. The training has been developed and is revised continuously to adjust with each wave. If comfort level exists, there is a potential to migrate six districts per wave (every six months). All districts should plan to be migrated by the end of 2021; however, this timeline may need to be moved up depending on software development and hosting issues. As soon as ACCESS is made aware of any timeline changes, they will be shared with our members.

Student and EMIS Update

Ms. Fabian share an updated on Student and EMIS Services. Training continues to be offered on the ProgressBook Suite. Data Map and the use of Virtual Classroom continue to increase as districts become more aware of these products. Harmony remains available for report generation and IEP Anywhere remains the Special Education software in use as part of the Student Services bundle.

Ms. Fabian shared that EMIS Reporting is ongoing and deadlines and information to be shared with districts is constantly being disseminated. The SDC Site and HB410 remain on our radar to be able to share any updates required. Roster Verification and Civil Rights reporting are currently underway with ACCESS assisting districts with data submission. Training in both Student and EMIS areas continue for district personnel.

Fiber and Network Update

Mr. Rager updated the assembly on recently completed and future fiber projects including school stadiums and a bus garage. ACCESS partners with OUPS (Call Before You Dig) to locate ACCESS underground fiber. Tickets generated are then sent to our contracted locator USIC for marking. Mr.

Rager stated he is attempting to curtail the number of locates that occur as a cost savings measure but attempting to triage requests in-house before they are dispatched to USIC for marking. He anticipate this will cut down ticket volume and also be a cost savings to ACCESS.

Mr. Rager shared that several internal network projects are underway.

- VoIP services continue to grow with the addition of school districts consuming this service. 17 locations receive voice and TEC features through our infrastructure. West Branch is currently on-boarding and Canfield is projected for summer 2019.
- Storage and virtual server options are also being offered to schools to assist with aging hardware saving costs schools from expending dollars for hardware. ACCESS can provide hosting services for their data.
- The network department is working closely with Fiscal Services to assist with the new Fiscal Redesign infrastructure. Mr. Rager cautioned our members to not equate the speed of reports using Classic with the Redesign as the new infrastructure and coding will not support an apples to apples comparison.
- The deployment of the Securly web filter is underway with 10 districts already cut over, 15 in progress, and 4 waiting for the end of the school year.

ACCESS Outlook

Ms. Smith addressed the Assembly providing a future outlook. Key highlights included:

- Cost Savings – looking at all purchased services contracts to re-evaluate and re-negotiate contract costs.
- Security – assist in leveraging BWC Security Grants by providing technical assistance and options, developing training materials for school district use in training staff (such as Knowbe4), provide technical hardware storage resources in our secure environment, continue to develop security operational procedures to remain in compliance and protect infrastructure and data.
- Continue Product Reviews – keep abreast of new products on the market that may benefit our membership.
- Continue Communication – via distribution email lists, newsletters, face-to-face meetings, etc.
- Assess Training Needs – mindful not to take district personnel out of their work environment unless training is essential for their support of their district. Work sessions are held and open to those who need extra assistance.
- Increase participation at the State level via committees, advisory councils, trainings, testing, etc. to bring back knowledge and represent the interests of our membership.

Board Member Selection

Three current board member terms are set to expire June 30, 2019. (Motion 19-04)
Mahoning County and Columbiana County Superintendents and Treasurers caucused separately to elect those to serve beginning July 1, 2019. Mr. Colaluca moved and Mr. Bereschik seconded a motion to elect the following individuals to serve on the ACCESS board of directors for a two year term – July 1, 2019 through June 30, 2021.

- Geno Thomas, Lowellville Superintendent (Mahoning County)
- Erik Lowe, Beaver Local Superintendent (Columbiana County)
- Dawn Meeks, Sebring Local Treasurer (Mahoning County)

Motion carried. Mr. Mook declared the motion approved.

The next ACCESS Assembly meeting will be held in **November 8, 2019**, 9:00 a.m. at ACCESS, Boardman, Ohio.

Mr. Ginnetti moved to adjourn the meeting. Mr. Thomas seconded. Motion carried. Mr. Mook declared the meeting adjourned at 11:01 a.m.

The foregoing is a correct record of the proceedings of the ACCESS Assembly Regular Meeting held on April 12, 2019.

Chairman

Date

Secretary

Date