

**ACCESS Council**  
Area Cooperative Computerized Educational Service System  
Regular Assembly Meeting  
9:30 a.m. Wednesday, May 6, 2020  
ACCESS, 493 Bev Road, Unit 1, Boardman, OH 44512  
Virtual Session due to Covid-19 Pandemic

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

A regular meeting of the Assembly of the ACCESS Council of Governments was held at 9:30 a.m. on Wednesday, May 6, 2020.

Mr. Mook called the meeting to order at 9:35 a.m. The following members were present:

Austintown Local Schools, Blaise Karlovic, Tom Ventresco  
Beaver Local School – Eric Lowe  
Boardman Local Schools - Tim Saxton, Nick Ciarnello  
Columbiana County CTC - Willard Adkins, Katherine Mihalich  
Columbiana County ESC – Anna Marie Vaughn, Joe Warchol  
Columbiana Exempted Village - Don Mook, Kathy Davies  
Crestview Local Schools – Matthew Manley, Charlene Mercure, Daryl Miller  
East Liverpool City Schools - Kathy Jo Beverly  
East Palestine Schools – Chris Neifer  
Jackson Milton Schools – Ryan Rotunna  
Leetonia Local Schools – Andy Tommello  
Lowellville Local Schools - Geno Thomas  
Mahoning County CTC – John Zehentbauer  
Mahoning County ESC – Ryan Jones, Andrew Velchek  
Poland Local Schools - David Janofa, Janet Muntean  
Sebring Local Schools –Dawn Welsh  
South Range Local Schools – Dennis Dunham  
Springfield Local Schools - Tom Yazvac, Ed Sobnosky  
Struthers City Schools - Pete Pirone  
United Local Schools - Melissa Baker  
Wellsville Local Schools – Bob Barrett  
West Branch Schools – Timothy Saxton  
Youngstown Community School – Rachael Smith

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

Ms. Welsh moved and Mr. Tim Saxton seconded a motion to approve the agenda. Motion carried. Dr. Mook declared the motion approved. (Motion 20-01)

Mr. Yazvac moved and Ms. Vaughn seconded a motion to approve the minutes of the November 2019 Regular Assembly Meeting. Motion carried. Dr. Mook declared the motion approved. (Motion 20-02)

Mr. Stidham reviewed the April 2020 Financial Report. Mr. Stidham shared a review of all funds and unique expenditures for FY2020. He also provided an overview of projections for FY2021 as follows:

**Projected FY2020 - All Funds**

|                          |                |
|--------------------------|----------------|
| Beginning Balance        | \$1,008,282.27 |
| Revenues                 | \$3,010,952.46 |
| Expenses                 | \$3,206,564.50 |
| Projected Ending Balance | \$812,670.23   |
| Less Fiber Fund Reserve  | \$201,150.83   |
| Unreserved Balance       | \$611,519.40   |

Unique to FY2020

- SAN purchased \$84,397.60
- Blades purchased \$32,792.63
- OH Edison Pole Transfers \$109,068.35 (2yrs instead of 1yr billed)

**Projections for FY2021 All Funds**

|                          |                |
|--------------------------|----------------|
| Beginning Balance        | \$812,670.23   |
| Revenues                 | \$3,159,344.25 |
| Expenses                 | \$3,147,447.86 |
| Projected Ending Balance | \$824,566.63   |
| Less Fiber Fund Balance  | \$301,150.83   |
| Unreserved Balance       | \$523,415.80   |

Ms. Smith addressed the current fee structure for Internet services based on the Assembly increase voted on in November 2019. (Motion 20-03)

Mr. Barrett moved and Mr. Adkins seconded a motion to approve the financial report. Motion carried. Dr. Mook declared the motion approved.

**Student and EMIS Update**

Ms. Fabian updated the membership on Student and EMIS.

Student Services

- Report Cards
  - Changes to Quarter 4 and Yearend Marks
  - Report Cards published to ParentAccess
- Scheduling – 2020-2021 School Year

- Autocrat – Google Sheets Add-On
- IEP Anywhere
  - Remote Electronic Parent Signature
    - Available for a \$0.30 per ADM cost
- EMIS
  - Reporting continues
    - Removing Assessment Collections
    - Reporting Timelines Changing

### **Fiscal Services Update**

Mr. Stidham provided an update on the Redesign migration project. Focus continues to be on migrating districts to the Redesign Software with quarterly trainings.

- Focus continues to be on migrating districts to the Redesign Software
- Trainings continue on a quarterly basis for the redesign software
  - Up to 14 ACCESS districts operating in the live environment
 

|                    |                       |
|--------------------|-----------------------|
| South Range        | Crestview             |
| Sebring            | Leetonia              |
| Canfield           | Columbiana County ESC |
| Mahoning County HS | United                |
| East Liverpool     | Lowellville           |
| East Palestine     | Springfield           |
| Austintown         | Mahoning County CTC   |
  - District migrations in process for completion on or before June 1
 

|                     |           |
|---------------------|-----------|
| Wellsville          | Struthers |
| Campbell            | Salem     |
| Columbiana Exempted | Beaver    |

Upon successful migrations of these districts, we will be beyond the half way point with 14 districts remaining to migrate.

Next wave districts with Go Live Dates between July 2020 and December 2020

- Boardman
- Youngstown Community School
- Mahoning County ESC
- Mahoning County Unlimited Classroom
- Mahoning Council of Government
- Mahoning Valley Stem

The target completion date for all ACCESS districts to migrate is by October 1, 2021.

## **Fiber and Network Update**

Mr. Rager updated the Assembly on recently completed fiber projects including school stadiums and a bus garage.

- **Fiber Update – Current Projects**
  - **Horizon Overlash Project – Ongoing**
  - **ODOT Construction Projects – Culvert repairs, etc. - Ongoing**
  - **Pole Transfers – Storms, constructions, etc. - Ongoing**
  - **Boardman Stadium – In Progress**
  - **Columbiana County EOC – Build complete**
  - **Ursuline High School- July**
  - **Potential Development – Quoting**
  - **CCPA/OMEGA – Grant Opportunity**
- **Jabber Update**
  - Available to districts currently on the ACCESS VOIP system
  - Provides internal and external calling capabilities over the internet via PC or (IOS/Android) mobile client
  - Ability to receive and make calls as if you are in the district
- **ACCESS Data Center Move**
  - Targeting a date in July for move
  - Tier 3 facility with hospital tenant
- **Department of Homeland Security (DHS) Cyber Hygiene scans**
  - Weekly scans
  - **Alpha SSH**
  - Clear text access has been disabled

## **ACCESS Board of Directors – Representatives**

The Columbiana County members caucused and nominated the following individuals to fill two upcoming vacant positions.

- Dr. Donald Mook, Superintendent – 7/1/2020 – 6/30/2022
- Ms. Charlene Mercure, Treasurer – 7/1/2020 – 6/30/2022
- Two-year term

Mr. Thomas moved to accept those in nomination, Mr. Barrett seconded. Dr. Mook and Ms. Mercure abstained from voting. Motion carried, Dr. Mook declared the motion carried.

The next ACCESS Assembly meeting will be held in **November, 2020**, 9:00 a.m. at ACCESS, Boardman, Ohio.

Mr. Yazvac moved to adjourn the meeting. Mr. Dunham seconded. Motion carried. Dr. Mook declared the meeting adjourned at 10:03 a.m. (Motion 20-04)

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on May 6, 2020.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

DRAFT

DRAFT

(Motion 19-10)