

# ACCESS Council

Area Cooperative Computerized Educational Service System

## **Regular Assembly Meeting**

9:30 a.m. Friday, November 13, 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 Friday, November 13, 2020.

Dr. Mook called the meeting to order at 9:34 a.m. The following members were present:

Beaver Local School – Eric Lowe, Stacy Williams  
Boardman Local Schools – Terry Armstrong  
Campbell City Schools – Eric Gonzalez  
Canfield Schools – Joe Knoll  
Columbiana County CTC - Willard Adkins, Ryan Rotuna  
Columbiana County ESC – Anna Marie Vaughn, Joe Warchol  
Columbiana Exempted Village - Don Mook, Kathy Davies  
Crestview Local Schools – Matthew Manley, Charlene Mercure  
East Liverpool City Schools – Jonathan Ludwig, Ansel Weingard  
East Palestine Schools – Chris Neifer  
Jackson Milton Schools – John Zinger, Sean Sich  
Leetonia Local Schools – Jennifer Coldstone  
Lowellville Local Schools - Geno Thomas, Bryan Schiraldi  
Mahoning County CTC – John Zehentbauer (arrived 9:57am), Brian Rella (arrived 9:43am)  
Mahoning County ESC – Traci Hostetler, Ryan Jones, Andrew Velchek  
Poland Local Schools - Janet Muntean, Jonathan Pera  
Salem City Schools – Sean Kirkland, Michael Douglas  
Sebring Local Schools – Toni Viscounte, Dawn Welsch  
Springfield Local Schools - Tom Yazvac, Ed Sobnosky, David Whorten  
Struthers City Schools - Pete Pirone, Ryan Cene  
United Local Schools – Lance Hostetler, Melissa Baker  
Wellsville Local Schools – Nancy Francis  
West Branch Schools – Julia Rozsnyai  
Western Reserve Schools – Dallas Sanders, Chuck Sanor  
Youngstown City Schools – AJ Ginnetti  
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  
Gretchen Martin, Student Services, ACCESS

Ruby Stiles, Student Services, ACCESS  
Dale Santangelo, Network Services, ACCESS  
Josh Boone, Network Services, ACCESS  
Tom Davies, Network Services, ACCESS  
Justin Hodge, Potential Development

**Motion 20-05 – Approve Agenda**

Mr. Yazvac moved and Mr. Lowe seconded a motion to approve the agenda. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 20-06 – Approve Minutes**

Mr. Douglas moved and Ms. Viscounte seconded a motion to approve the minutes of the May 2020 Regular Assembly Meeting. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 20-07 – Financial Report**

Mr. Stidham reviewed the October 2020 Financial Report. Mr. Stidham reviewed all funds and unique expenditures for FY2021. He also provided an overview of projections for FY2021.

FY2021 Projections All Funds

Beginning Balance	\$876,889.07
Revenues	\$3,141,943.72
Expenses	\$3,260,073.55
Projected Ending Balance	\$758,759.24

Mr. Ginnetti moved and Mr. Jones seconded a motion to approve the financial report.

Discussion: Mr. Hostetler inquired whether any consideration to staffing needed to be made. Ms. Smith assured the Assembly that ACCESS staffing is still at a minimum and there is no cause to consider reducing staff to support the schools. As school district student population decrease, processes and responsibilities remain the same and still require the same level of support from ACCESS staff. Mr. Sobnosky expressed his appreciation for the fiscal team during the day-to-day supporting of both the Classic and Redesign fiscal applications.

Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

Mr. Stidham shared some known and possible increases to costs for ACCESS.

- Student Information Software – 3.5% increase per year
- Pole Attachments – cost fluctuates based upon the PUC determined fees
- Cyber Insurance Costs – increased from \$7,609 annual in FY20 to \$30,338 in FY21
- Pole Transfer/Fiber Maintenance – seeing an increase in utility moves and transfers
- Security Intrusion Product – estimated at \$25,000 per year (recommended by AOS)

**Motion 20-08 – Approve Member Fees FY22**

Mr. Yazvac moved and Dr. Thomas seconded a motion to approve the Members Fee Structure for FY22 with no changes. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 20-09 – Approve Non-Member Fees FY22 with proposed increases**

Ms. Vaughn moved and Ms. Francis seconded a motion to approve the Non-Members Fee Structure for FY22 with proposed increases. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Student and EMIS Update**

Ms. Fabian updated the membership on Student and EMIS.

Two New Harmony Reports

- Contact Tracing Staff
- Contact Tracing Student

ODE Statewide Longitudinal Data Systems (SLDS) Grant

- Early Warning System towards Graduation
  - Adds two EMIS reporting collections
    - Grades
    - Non-Graduate CORE

FY21L - Staff and Course EMIS Collection

Accessibility Compliance (Office of Civil Rights)

- ParentAccess - Done
- Beginning work on other areas of the ProgressBook Suite

**Fiscal Services Update**

Mr. Stidham provided an update on the Redesign migration project.

- Beginning the final wave of migrating districts to the Redesign Software January 2021-June 2021
- Permission to add a couple districts was granted to finish off our migrations with eight going in this last ACCESS Wave
- Trainings continue on a quarterly with next sessions beginning in February
- All districts should be on the redesign software by fiscal year end
- Migrations continuing across the state with all districts planned to be off classic by the end of 2022

**Fiber and Network Update**

Ms. Smith updated the Assembly on recently completed and pending fiber projects.

- Fiber Update – Current Projects
- Horizon Overlash Project – Ongoing
- ODOT Construction Projects – Culvert repairs, etc. - Ongoing
- Pole Transfers – Storms, constructions, etc. - Ongoing
- Boardman Stadium Completed
- Columbiana County EOC – Completed
- Ursuline High School- Completed
- Community Literacy Workforce and Cultural Center – Completed.
- Columbiana County Port Authority Offices - Connected
- Community Action Agency of Columbiana County - Scheduling

- Sebring Stadium – Completed
- Potential Development School – Scheduling
- Cardinal Mooney – In discussion

The next ACCESS Assembly meeting will be held in either April or May 2021, date and time yet to be determined.

**Motion 20-10 - Adjournment**

Mr. Yazvac moved to adjourn the meeting. Ms. Francis seconded. Motion carried. Dr. Mook declared the meeting adjourned at 10:25 a.m.

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on November 13, 2020.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date