

# ACCESS Council

Area Cooperative Computerized Educational Service System

## Regular Assembly Meeting

9:00 a.m. Friday, April 4, 2025

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

#### **DRAFT to be approved at October 2025 meeting**

A regular meeting of the Assembly of the ACCESS Council of Governments was held at 9:00 a.m. on Friday, April 4, 2025.

Dr. Mook called the meeting to order at 9:00 a.m. The following members were present by roll call. A quorum was reached.

Austintown Local Schools – Blaise Karlovic  
Beaver Local Schools – Eric Lowe  
Boardman Local Schools – Chris Neifer, A.J. Ginnetti, III, Chris Rhodes  
Campbell City Schools – Nora Montanez  
Canfield Local Schools – Joe Knoll  
Columbiana County Career & Technical Center – Ryan Rotuna  
Columbiana County ESC – Marie Williams, Lucas Cooper  
Columbiana Exempted Village – Dr. Don Mook, Kathy Davies  
Crestview Local Schools – Charlene Mercure  
ESC of Eastern Ohio – Dr. Traci Hostetler, Andrew Velchek  
Jackson Milton Schools – Sean Sich  
Leetonia Local Schools – Jennifer Coldsnow  
Lowellville Schools – Andrea Apisa, Tyler Noble  
Poland Local Schools – Janet Muntean, Corey Cochran  
Sebring Local Schools – Dawn Welsch, Danton Blackburn  
South Range Local Schools – Dean Pagnotta  
Springfield Local Schools – Rachael Smith, Kathy Jo Beverly, David Whorten  
Struthers City Schools – Pete Pirone  
United Local Schools – Melissa Baker  
Wellsville Local Schools – Maia Amato  
West Branch – Adam Fisher  
Western Reserve Schools – Cathy Romack  
Youngstown City Schools – Brian Schiraldi

Also attending:

Southern Local Schools – Tom Cunningham, Greg Sabbato  
Lisbon Local Schools – Joe Siefke, Jennifer Coldsnow  
Utica Shale Academy – Bob Barrett  
Kevin Homistek, Executive Director, ACCESS  
Brian Stidham, Treasurer, ACCESS

Patrick Rager, Director of Technology, ACCESS  
Staff Members, ACCESS

Dr. Don Mook welcomed the assembly and started the meeting at 9:02 am.

**Motion 25-01 - Approve Agenda**

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

**Motion 25-02 – Approve Minutes**

Ms. Smith moved and Ms. Welsch seconded a motion to approve the minutes of the October 2024 Regular Assembly Meeting. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 25-03 - Financial Report**

Ms. Beverly moved and Ms. Mercure seconded a motion to approve the financial report. Mr. Stidham reviewed the March 2025 Financial Report. Mr. Stidham reviewed all funds and unique expenditures for FY2025. He also provided an overview of projections for FY2026.

**FY2025 Projections All Funds**

▪	Beginning Balance	\$2,576,913.50
▪	Revenues	\$4,643,504.84
▪	Expenses	\$4,840,886.17
▪	Projected Ending Balance	\$2,379,532.17
▪	Less Fiber Fund	\$ 701,150.83
▪	Unreserved Ending Balance	\$1,678,381.34

**Key Items**

- Forecast projects no changes to the current fee structure.
  - Transition of maintenance agreement with ark effective October 1, 2024
  - Security requirements may dictate additional expenditures
  - Increases from Software/Maintenance providers
  - Health insurance holidays or premium cost increases
  - Erate appeal decision from the Supreme Court expected summer 2025

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

**Student Services Update**

Mr. Homistek provided updates to Student Information and EMIS reporting including information on the following items:

- EMIS Year End Data Review for FY25 LRC – Open Work Sessions

- Dates were shared in previous emails from Diane – 4 sessions will be scheduled in June 2025: 6/3, 6/11, 6/12, 6/24
- Superintendents are asked to register your team members
- Reminder emails to be sent out to the districts that have yet to register

### **Network & Security Services**

Mr. Homistek shared information regarding the following.

- WAN Refresh – Equipment is in, with Summer of 2025 cutover
- Firewall upgrades – New Palo Alto firewalls have been ordered and received. ACCESS is working on configurations and deployment scheduling for Summer of 2025 cutover
- Security update, email - Fiscal departments targeted with increased spam/phishing/scam emails. Please instruct your users to be aware. Look for obvious signs that an email is not legitimate such as valid email addresses of people you know and work with.
- Security update, Managed Methods – A quick reminder of what it is, and examples shown of how school districts are using the product to secure their environments

**Guest Speaker: Dawn Schiavone, Student Data Privacy Officer at Northern Buckeye Education Council.** NBEC/NWOCA is one of our peer ITC's in Northwest Ohio serving school districts in Defiance, Erie, Fulton, Henry, Lucas, Williams, and Wood counties. She provided an overview of FERPA and Ohio SB 29, the two laws that govern how ITC's, school districts, and other educational organizations handle student data. Her session highlighted how understanding these laws can help foster a culture of data privacy awareness ensuring that student information is properly protected at all levels.

### **ACCESS Board Membership – Expired Terms – Caucus**

Expired Terms for the following current members

Pete Pirone (2023-2025) – Mahoning County Superintendent  
 Dawn Welsch (2023-2025) – Mahoning County Treasurer  
 Eric Lowe (2023-2025) – Columbiana County Superintendent

Mr. Pirone, Ms. Welsch, and Mr. Lowe were unanimously recommended to continue serving on the ACCESS Board of Directors, representing their counties, for the term FY 2026 through 2028.

**Alternate Board Members** (1 year term) – no voting rights unless there is no quorum and filling in for a full Board member in their absence from their respective county. Can be either a superintendent or treasurer. Term, July 1, 2024 through June 30, 2025

Jennifer Coldsnow – Columbiana County Treasurer - reinstated  
 A.J. Ginnetti – Mahoning County Treasurer – reinstated

**ESC Designees were also chosen:** Dr. Hostetler for Mahoning County, and Ms. Williams for Columbiana County

**Motion 25-04 - Adjournment**

Mr. Knoll moved and Mr. Ginnetti seconded to adjourn the meeting. Motion carried. Dr. Mook declared the meeting adjourned at 10:30 am

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on April 4, 2024.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

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