

Approved April 12, 2024 by Assembly

# ACCESS Council

Area Cooperative Computerized Educational Service System

## Regular Assembly Meeting

9:00 a.m. Friday, October 27, 2023

### 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, October 27, 2023.

Dr. Mook called the meeting to order at 9:09 a.m. The following members were present by roll call. A quorum was reached.

Beaver Local Schools – Nate Aldrich  
Boardman Local Schools – Tim Saxton, A.J. Ginnetti, III, Chris Rhodes  
Campbell City Schools – Nora Montanez  
Canfield Local Schools – Joe Knoll  
Columbiana County ESC – Marie Williams, Lucas Cooper  
Columbiana Exempted Village – Don Mook, Kathy Davies  
Crestview Local Schools – Daniel Hill, Charlene Mercure  
ESC of Eastern Ohio – Traci Hostetler, Ryan Jones, Andrew Velchek  
East Palestine Schools – Chris Neifer  
Jackson Milton Schools – Kirk Baker, Sean Sich  
Leetonia Local Schools – Ryan Clapsadle  
Poland Local Schools – Janet Muntean  
Salem City Schools – Michael Douglas  
Sebring Local Schools – Dawn Welsch, Tom Burkett  
South Range Local Schools – Mario Nero, Jr.  
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  
Western Reserve Schools – Cathy Romack  
Youngstown City – Bryan Schiraldi

Also attending:

Southern Local Schools – Tom Cunningham, Greg Sabbato  
Lisbon Local Schools – Joe Siefke  
Lisa Smith, Executive Director, ACCESS  
Brian Stidham, Treasurer, ACCESS  
Patrick Rager, Director of Technology, ACCESS  
Diane Fabian, Director of Student Services and State Reporting, ACCESS

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Ruby Stiles, Student Services, ACCESS

**Motion 23-05 - Approve Agenda**

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

**Motion 23-06 – Approve Minutes**

Ms. R. Smith moved and Mr. Neifer seconded a motion to approve the minutes of the April 2023 Regular Assembly Meeting. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

**Motion 23-07 - Financial Report**

Mr. Ginnetti moved and Ms. Muntean seconded a motion to approve the financial report. Mr. Stidham reviewed the September 2023 Financial Report. Mr. Stidham reviewed all funds and unique expenditures for FY2024. He also provided an overview of projections for FY2024.

**FY2024 Projections All Funds**

▪	Beginning Balance	\$1,538,937.43
▪	Revenues	\$3,940,133.20
▪	Expenses	\$3,977,896.37
▪	Projected Ending Balance	\$1,501,174.26
▪	Less Fiber Fund	\$ 601,150.83
▪	Unreserved Ending Balance	\$ 900,023.43

**Key Items**

- Updated Port Authority/Involta Agreements reducing our fiber maintenance costs
- Security needs requiring additional expenditures
- Planning for Network Infrastructure/Other Equipment refreshes
- Increases from Software/Maintenance providers
- Legal fees substantially higher in FY22-FY24 for work on the Port Authority Fiber Agreements

The Forecast was presented with projected revenues and expenses including anticipated upcoming increases known at this time.

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

**Motion 23-08 – FY25 Menu of Services and Fees**

Mr. Douglas moved and Mr. Knoll seconded a motion to approve the FY25 Menu of Services and Fees.

Ms. L. Smith shared that no increase is being proposed at this time. Many of the Internet contracts are set for three year terms (FY24-26). Although purchased application costs are

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increasing annually, we continue to be able to plan without increases. We will evaluate this annually.

Approved by the following roll call:

Beaver Local Schools – yes  
Boardman Local Schools – yes  
Campbell City Schools – yes  
Canfield Local Schools – yes  
Columbiana County ESC – yes  
Columbiana Exempted Village – yes  
Crestview Local Schools – yes  
ESC of Eastern Ohio – yes  
East Palestine Schools – yes  
Jackson Milton Schools – yes  
Leetonia Local Schools – yes  
Poland Local Schools – yes  
Salem City Schools – yes  
Sebring Local Schools – yes  
South Range Local Schools – yes  
Springfield Local Schools – yes  
Struthers City Schools - yes  
United Local Schools – yes  
Wellsville Local Schools – yes  
Western Reserve Schools – yes  
Youngstown City – yes

Motion carried. Dr. Mook declared the motion approved.

### **Student Services Update**

Ms. Fabian provided updates to Student Information and EMIS reporting. Ms. Fabian discussed the Local Record Card Data review workshops that will take place toward the end of the school year when most data has been received for review. This will be an open work session for any school/district wishing to attend. More information will be provided in the coming months. She reminded everyone that EMIS Crosscheck is available to all administrators, including Superintendents. Several important reporting dates were also shared.

### **Network Services Update**

Mr. Rager provided an update on security enhancements addressed at ACCESS. Some statistics were also shared as an example.

### **Fiber Services Update**

Ms. L. Smith provided an update on the ACCESS Fiber Infrastructure and the status of renewal contracts with our commercial partners. Contracts are near completion. At present, Horizon is

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completing their overlash of the ACCESS fiber per our agreement with them signed in 2013. Simultaneously, ACCESS has entered into an agreement with Involta LLC to overlash fiber. Both of these projects will benefit ACCESS by providing additional strands of refreshed fiber.

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**Motion 23-09 - Adjournment**

Dr. Hostetler moved and Mr. Baker seconded to adjourn the meeting. Motion carried. Dr. Mook declared the meeting adjourned at 10:00 am

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on October 27, 2023.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date