

ACCESS Council

Area Cooperative Computerized Educational Service System

Regular Assembly Meeting

9:30 a.m. Friday, April 16, 2021

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, April 16, 2021.

Dr. Mook called the meeting to order at 9:33 a.m. The following members were present:

Austintown Local Schools – Blaise Karlovic
Beaver Local Schools – Eric Lowe, Stacy Williams
Boardman Local Schools – Tim Saxton
Campbell City Schools – Matthew Bowen
Canfield Schools – Joe Knoll, Pattie Prince
Columbiana County CTC – Kathy Mihalich, Ryan Rotuna
Columbiana County ESC – Anna Marie Vaughn,
Columbiana Exempted Village - Don Mook, Kathy Davies
Crestview Local Schools – Daryl Miller
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 – Brian Rella
Mahoning County ESC – Traci Hostetler, Ryan Jones, Andrew Velchek
Poland Local Schools - Janet Muntean, Jonathan Pera
Salem City Schools – Michael Douglas
Sebring Local Schools – Toni Viscounte, Dawn Welsch
South Range Local Schools – Bethany Carlson, James Phillips, Dean Pagnotta
Springfield Local Schools - Tom Yazvac, Ed Sobnosky, David Whorten
Struthers City Schools - Pete Pirone, Ryan Cene
United Local Schools – Lance Hostetler, Melissa Baker
West Branch Schools – Adam Fisher
Western Reserve Schools – Cathy Romack, Chuck Sanor
Youngstown City Schools – John LaPlante

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
Will McKinney, The Public Library of Youngstown & Mahoning County

Motion 21-01 – Approve Agenda

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

Motion 21-02 – Approve Minutes

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

Motion 21-03 – Financial Report

Mr. Douglas moved and Mr. Knoll seconded a motion to approve the financial report. Mr. Stidham reviewed the March 2021 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	\$3,238,519.59
Expenses	\$3,304,732.29
Projected Ending Balance	\$810,676.37
Less Fiber Fund	\$301,150.83
Unreserved Ending Balance	\$509,525.54

Key items of interest shared by Mr. Stidham

- Fiber Ohio Edison Pole Audit est. \$25,000 one-time cost
- Albert Intrusion system \$18,300 annual cost (new)
- Palo Firewall increase of about \$5,000
- Email archiver increase \$3,400
- Same Goal IEP Anywhere increases approx. \$10,000
- Cyber Insurance increased by \$22,729
- Frontline student information increases continue

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

Fiscal Services Update

Mr. Stidham provided the following update.

The redesign project is nearing completion.

- All districts will be moved over to the redesign software by the end of May 2021.
- This means the Alpha will soon be put to rest for good. (Most likely by Jan - Feb 2022)
- Redesign imported much of the history. However, Plan ahead!
- Anything needed from the old system will need saved prior to then.
- MONTHLYCD/PAYROLLCD archives will be in the redesign under file archives.

Fiscal Services current focus is on...

Training for specific areas of the software - Budget process, new contracts, reports, etc.
Training for new staff – offer periodic beginning and advanced sessions
Training for updates along the way
Focus on periodic round tables to share ideas between districts
Address the needs of the districts to resolve software related issues
Assist districts in providing efficiency through better utilization of the software
Typical fiscal year end processes

Mr. Douglas asked about the status of EIS and if it would go away with the Alpha. Mr. Stidham shared that the Redesign developers are working on adding this to the new application and making it available before the Alpha is removed from production.

Motion 21-04 – Approve Storage Center Project

Ms. Hostetler moved and Dr. Thomas seconded a motion to approve the Storage Center Project for Members (see attachment).

Discussion:

Mr. LaPlante questioned the methodology used to determine the membership cost share asking if ADM consideration was given. Ms. Smith and Dr. Mook responded that ADM was considered and it was felt by the Board that a one-time cost would be more equitable for all members regardless of size. Dr. Mook shared that this would be an investment by the members into the organization that they own. This investment will not only refresh hardware needs at ACCESS but allow for members to utilize capacity and gain additional services for the investment. Any excess capacity can be offered to non-member entities to generate revenue for the organization and sustain the system.

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

ACCESS Services Updates

Mr. Rager and Ms. Smith shared information regarding the current ACCESS Email Retention Policy and the email archiver system refresh. A discussion was had regarding the need to maintain email from a legal perspective. ACCESS does adhere to a retention policy as outlined by the Ohio Historical Society and in line with member needs. A new email archiver will be installed and training will be available to understand how to use the interface to find archived mail.

Student and EMIS Update

Ms. Fabian updated the membership on Student and EMIS.

Frontline/ProgressBook - ParentAccess – Mobile App & DataMap

SameGoal – IEP Anywhere – three new tiers are available in FY22 (Standard, Plus and Pro).

The Plus produce provides electronic signature capability and the Pro Product facilitates language translation.

PEBT – Two remaining data collections; May 13 & July 8th

Roster Verification is currently underway

Training and Work Sessions continue to be offered and are being recorded.

EMIS Reporting

Student - Yearend Reporting

Delivery, Hardware and Connectivity

Final Staff and Course Collection

There are two potential new districts interested in ACCESS SIS services

Consortium Offerings.

ACCESS is engaged in consortium agreements to benefit its customers. Current offerings include, but are not limited to:

HelloSign - NEW Electronic document signing <https://www.hellosign.com/> (Sebring, South Range & MCESC)

Ehallpass - NEW Online digital hall pass [Video Demo](#) (West Branch)

One2One (Learn21) - NEW Device Management - [Video Demo](#) (9 districts)

Tech Guard - Cyber Security Awareness Training- NEW

Fred Pryor Learning Solutions -Online and In-person training <https://www.pryor.com/>

Zoom Video Conferencing with Ohio BECM & DLA content. One and Two-Year discounted pricing

The Education Connection (TEC) - Bully Tip Lines, Text Messaging, etc. <http://www.tec911.net/>

Data Map - <https://www.progressbook.com/datamap/>

Google Enterprise Suite - pricing based on NCES FTE. [Google Enterprise Overview](#)

SORA/Overdrive EBook Consortium - ACCESS Schools Collaborative

<https://resources.overdrive.com/k-12-schools/>

ACCESS is in the process of negotiating Chromebook consortium pricing and will provide detailed information to each district.

Motion 21-05 – Board Representatives

Dr. Mook shared that three seats will need filled for July 1, 2021 for a two year term.

Columbiana County Superintendent (1); Mahoning County Superintendent (1); and Mahoning County Treasurer (1). By email, Mr. Eric Lowe has been nominated for the Columbiana County Superintendent seat and Ms. Dawn Welsch for the Mahoning County Treasurer seat. Dr. Geno Thomas and Mr. Pete Pirone were both nominated for the Mahoning County Superintendent seat. Dr. Thomas rescinded his nomination. Mr. Pete Pirone remained as the nomination.

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

Mr. Yazvac moved and Dr. Thomas seconded a motion to approve the nominations for board of director seats beginning July 1, 2021 through June 30, 2023. Motion carried. Dr. Mook declared the motion passed.

Motion 21-06 - Adjournment

Mr. Miller moved and Mr. Yazvac seconded to adjourn the meeting. Motion carried. Dr. Mook declared the meeting adjourned at 10:24 a.m.

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on April 16, 2021.

Chairman

Date

Secretary

Date