

ACCESS Council

Area Cooperative Computerized Educational Service System

Regular Assembly Meeting

9:00 a.m. Friday, October 11, 2024

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

DRAFT to be approved at April 2025 meeting

A regular meeting of the Assembly of the ACCESS Council of Governments was held at 9:00 a.m. on Friday, October 11, 2024.

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

Beaver Local Schools – Eric Lowe
Boardman Local Schools – Chris Neifer, A.J. Ginnetti, III, Chris Rhodes
Canfield Local Schools – Pattie Prince
Columbiana County ESC – Marie Williams
Columbiana Exempted Village – Don Mook, Kathy Davies
Crestview Local Schools – Charlene Mercure
ESC of Eastern Ohio – Traci Hostetler, Andrew Velchek
Jackson Milton Schools – Sean Sich
Leetonia Local Schools – Jennifer Coldsnow
Lowellville Schools – Christine Sawicki, Tyler Noble
Poland Local Schools – Corey Cochran
Salem City Schools – Sean Kirkland, Michael Douglas
Sebring Local Schools – Dawn Welsch
South Range Local Schools – Mario Nero, Jr., Dean Pagnotta
Springfield Local Schools – Rachael Smith, Kathy Jo Beverly
Struthers City Schools - Pete Pirone, Ryan Cene
United Local Schools – Melissa Baker
Wellsville Local Schools – Maia Amato
West Branch – Adam Fisher
Western Reserve Schools – Cathy Romack

Also attending:

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

Dr. Don Mook welcomed and introduced Kevin Homistek, the new Executive Director of ACCESS

Motion 24-05 - Approve Agenda

Ms. Mercure 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 24-06 – Approve Minutes

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

Motion 24-07 - Financial Report

Mr. Fisher moved and Mr. Ginnetti seconded a motion to approve the financial report. Mr. Stidham reviewed the September 2024 Financial Report. Mr. Stidham reviewed all funds and unique expenditures for FY2024. He also provided an overview of projections for FY2024.

FY2025 Projections All Funds

▪	Beginning Balance	\$2,576,913.50
▪	Revenues	\$4,323,016.47
▪	Expenses	\$4,342,639.23
▪	Projected Ending Balance	\$2,557,290.74
▪	Less Fiber Fund	\$ 701,150.83
▪	Unreserved Ending Balance	\$1,856,139.91

Key Items

- Forecast projects no changes to the current fee structure.
 - Continued success implementing the maintenance agreement with Involta kna ARK
 - Wide area network equipment replacement provided savings over the original estimates and the elimination of maintenance costs for 4 years
 - Security requirements may dictate additional expenditures
 - Future increases from software and 3rd party service providers
 - Actual cost of the firewall hardware project
 - Erate appeal decision from the Supreme Court in 2025
 - Healthcare cost trends going forward

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

Motion 24-08 – Approve Menu of Services Fees for FY26

Mr. Pirone moved and Ms. Mercure seconded a motion to approve the Menu of Services Fees for FY26. Approved by unanimous roll call vote. Motion carried. Dr. Mook declared the motion approved.

Proposed Membership Discussion and Program Agreement and Bylaw Modification

Dr. Mook shared that the Board of Directors have been entertaining adding a second category of membership to the Partnership agreement.

- Members (Assembly)
- Associate Member (addition)
- Non-Member

Motion 24-09 – Approve a Resolution to Approve an Amendment to the Program Agreement.

A RESOLUTION TO APPROVE AN AMENDMENT TO THE PROGRAM AGREEMENT

WHEREAS, the Assembly of ACCESS Council (“Assembly”), has adopted a resolution amending its bylaws with regard to membership rights and responsibilities; and

WHEREAS, said amendments adopted by the Assembly, necessitate revisions to the Program Agreement, which is incorporated herein by reference; and

WHEREAS, the Assembly has determined that it is necessary, desirable, and in the best interests of ACCESS, and will promote the vital public purpose of improving the efficiency and effectiveness of the Board in managing the programs, facilities, and agreements of ACCESS, to amend the Program Agreement to comply with its Bylaws; and

WHEREAS, the Assembly desires to express its approval of the necessary amendment to the Program Agreement so that it may become effective upon last execution by all Assembly Members, as defined in the Bylaws.

NOW, THEREFORE, BE IT RESOLVED by the Assembly of the ACCESS Council, State of Ohio, that:

SECTION 1. Section 3(B) of the Program Agreement shall be amended as follows:

(B) Assembly. The Assembly of the Council established pursuant to Section 3 of the Council Agreement and Section 2 of the Bylaws shall be the chief legislative body with overall responsibility for the governance and determination of all matters arising under this Agreement or with respect to the Computer Systems Program. For purposes of considering any such matters, in addition to the representatives of the Assembly Members, the Assembly shall include Associate Member and Nonmember representatives in accordance with its Bylaws. The Assembly shall have, in addition to its powers and duties under the Council Agreement and Bylaws, the following specific powers and duties in connection with the Computer Systems Program:

(1) It shall determine, upon recommendation from the Board of Directors as described in Section 9 hereof, the total estimated costs of the Program for each Fiscal Year, the percentage of the total estimated Program costs to be allocated to each Participating District, the amounts to be charged to all other User Entities, and the annual appropriations for the Program for each Fiscal Year based upon those estimated Program costs.

(2) It shall determine, upon recommendation from the Board of Directors, such other matters as the Board of Directors may from time to time determine to be matters requiring approval by the Assembly.

SECTION 2. The Executive Director is authorized to distribute a copy of this Resolution to the Assembly Members as defined in the Bylaws.

SECTION 4. All other terms and conditions of the Program Agreement shall remain in full force and effect. The Recording Secretary is authorized, as may be necessary and advised by counsel, to certify a copy of this Resolution to the Ohio Department of Education and Workforce Development.

SECTION 3. This Assembly finds and determines that all formal actions of this Assembly and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Assembly and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

SECTION 4. This Resolution and the amendments of the Program Agreement authorized and adopted herein, shall be in full force and effect upon the Program Agreement Amendment being approved by each of the Assembly Members as defined in the Bylaws.

_____, Superintendent of the _____, seconded the motion.

Upon a roll call vote, the foregoing resolution was unanimously approved by the authorized representatives of all members present, being ___ of the ___ members of ACCESS Council.

RECORDING SECRETARY’S CERTIFICATION

The foregoing is a true and correct extract from the minutes of the regular meeting of the ACCESS Council Assembly held on _____, 2024, showing the adoption of the resolution set forth above and amending the Amended and Restated Bylaws Governing the ACCESS Council by the affirmative vote of more than two-thirds of the members’ representatives in the ACCESS Council Assembly.

Recording Secretary, ACCESS Council

Ms. R. Smith moved and Ms. Baker seconded a motion to approve the resolution as set forth above. Approved by unanimous roll call vote.

Beaver, yes	Poland, yes
Boardman, yes	Salem, yes
Canfield, yes	Sebring, yes
Columbiana ESC, yes	South Range, yes
Columbiana Exempted, yes	Springfield, yes
Crestview, yes	Struthers, yes
Jackson Milton, yes	United, yes
Leetonia, yes	Wellsville, yes
Lowellville, yes	West Branch, yes
ESCEO, yes	Western Reserve, yes

Motion carried. Dr. Mook declared the motion approved.

Motion 24-10 – Approve a Resolution to Amend the Bylaws.

A RESOLUTION AMENDING THE BYLAWS TO REVISE THE MEMBERSHIP TIERS OF THE COUNCIL, THE MANNER IN WHICH CERTAIN BOARD OF DIRECTORS MEMBERS ARE APPOINTED, AND TO AUTHORIZE AN INSURANCE POLICY IN LIEU OF A BOND FOR THE FISCAL AGENT.

WHEREAS, the Board of Directors of ACCESS Council (“Board”), selected in the manner established in the Amended and Restated Bylaws Governing the ACCESS Council (“Existing Bylaws”), is the managerial body of ACCESS Council (“ACCESS”) and, as such, has the powers and duties established under the Existing Bylaws, including the duty to manage the programs, facilities, and agreements of ACCESS; and

WHEREAS, members of the Board and other officials of ACCESS have (i) advised this Assembly that the current bylaws of the Assembly, at Section 4, require the Treasurer to obtain and keep in force a fidelity bond, in an amount determined by the Board of Directors and with a surety company approved by the Board of Directors, (ii) that in lieu of said bond, the Assembly can obtain an insurance policy for fidelity and crime coverage related to the Treasurer’s duties, and (iii) that such a policy would provide better protection than the bond on a wider variety of liability exposures; and

WHEREAS, members of the Board and other officials of ACCESS have advised the Assembly to amend the Bylaws to clarify the appointment and term of members of the Board of Directors who are educational service centers; and

WHEREAS, this Assembly has determined that it is necessary, desirable, and in the best interests of ACCESS, and will promote the vital public purpose of improving the efficiency and effectiveness of the Board in managing the programs, facilities, and agreements of ACCESS, to amend the Existing Bylaws to reorganize the membership into three tiers: members, associate members, and nonmembers and to make related amendments necessary or desirable with respect to such reorganization, and has determined to authorize, adopt and approve such amendments, effective immediately, then provide a copy of the Existing Bylaws, as amended (as amended hereby, and as further supplemented and amended from time to time, the “Bylaws”), to each member of this Assembly.

WHEREAS, after due consideration and deliberation, the Assembly of ACCESS has determined to amend the Bylaws to address the foregoing and any related revisions necessitated by the foregoing.

NOW, THEREFORE, BE IT RESOLVED by the Assembly of the ACCESS Council, State of Ohio, that:

SECTION 1. This Assembly hereby finds and determines that it is necessary, desirable and in the best interests of ACCESS, and will promote the vital public purpose of improving the efficiency and effectiveness of the Board in managing the programs, facilities, and agreements of ACCESS, to amend the Existing Bylaws, as set forth in Exhibit A, and has determined to authorize, adopt and approve such amendments, effective immediately, then provide a copy of the existing Bylaws, as amended (as amended hereby, and as further supplemented and amended from time to time, the “Bylaws”), to each member of this Assembly.

SECTION 2. Pursuant to Section 12 of the existing Bylaws, this Assembly hereby amends the Existing Bylaws, as set forth in Exhibit A attached hereto.

SECTION 3. This Assembly finds and determines that all formal actions of this Assembly and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Assembly and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

SECTION 4. This Resolution, and the amendments of the Existing Bylaws authorized and adopted herein, shall be in full force and effect immediately upon adoption of this resolution.

_____, Superintendent of the _____, seconded the motion.

Upon a roll call vote, the foregoing resolution was unanimously approved by the authorized representatives of all members present, being ___ of the ___ members of ACCESS Council.

RECORDING SECRETARY’S CERTIFICATION

The foregoing is a true and correct extract from the minutes of the regular meeting of the ACCESS Council Assembly held on _____, 2024, showing the adoption of the resolution set forth above and amending the Amended and Restated Bylaws Governing the ACCESS Council by the affirmative vote of more than two-thirds of the members’ representatives in the ACCESS Council Assembly.

Recording Secretary, ACCESS Council

Ms. Beverly moved and Mr. Fisher seconded a motion to approve the resolution as set forth above. Approved by unanimous roll call vote.

- | | |
|--------------------------|----------------------|
| Beaver, yes | Poland, yes |
| Boardman, yes | Salem, yes |
| Canfield, yes | Sebring, yes |
| Columbiana ESC, yes | South Range, yes |
| Columbiana Exempted, yes | Springfield, yes |
| Crestview, yes | Struthers, yes |
| Jackson Milton, yes | United, yes |
| Leetonia, yes | Wellsville, yes |
| Lowellville, yes | West Branch, yes |
| ESCEO, yes | Western Reserve, yes |

Motion carried. Dr. Mook declared the motion approved.

Student Services Update

Ms. Fabian provided updates to Student Information and EMIS reporting including information on the following items.

- FY24 Graduate Collection – closes today. Impacts FY25 LRC and Graduation Rate,
- College, Career, Workforce, and Military Readiness becomes a measured indicator
- FY25 EMIS Reporting for Student, Staff and Assessments has begun
- ODDEX –
 - PTG – Progress Towards Graduation
 - EWS – Early Warning System
 - Data populated from EMIS reporting collections
 - Training conducted by Regional Data Leads
- EMIS Year End Data Review for FY25 LRC – Open Work Sessions
 - Dates to be shared in January 2025 - Sessions will be scheduled the first two weeks in June
- Civil Rights Reporting

Network Services

Mr. Rager shared information regarding the following.

- DC Core Upgrade - Complete
- WAN Refresh – Ordered with Summer of 2025 cutover
- Frontline MFA – Update - On hold with anticipated rollout in April/May
- Security Update - Fiscal departments targeted

Motion 24-11 – ManagedMethods Mandatory Bill Back

Mr. Rager presented information on ManagedMethods, an overlay product that heightens the security of ACCESS' Google Environment – Gmail, Google Drive and Google Classroom. The Assembly voted to have all schools who use the ACCESS Google Suite implement this product as a security measure at consortium pricing and at a pass-through cost to the schools.

Mr. Pirone moved and Ms. Davies seconded a motion to approve the resolution as set forth above. Approved by unanimous roll call vote.

Beaver, yes	Poland, yes
Boardman, yes	Salem, yes
Canfield, yes	Sebring, yes
Columbiana ESC, yes	South Range, yes
Columbiana Exempted, yes	Springfield, yes
Crestview, yes	Struthers, yes
Jackson Milton, yes	United, yes
Leetonia, yes	Wellsville, yes
Lowellville, yes	West Branch, yes
ESCEO, yes	Western Reserve, yes

Motion carried. Dr. Mook declared the motion approved.

Motion 24-12 - Adjournment

Mr. Douglas moved and Dr. Hostetler seconded to adjourn the meeting. Motion carried. Dr. Mook declared the meeting adjourned at 9:55 am

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on October 11, 2024.

Chairman

Date

Secretary

Date

DRAFT to be approved at April 2025 meeting