

**Metropolitan Educational Council  
Information Technology Center  
Wednesday February 24, 2010  
MEC Large Conference Room – 9:00 A.M.  
2100 Citygate Drive  
Columbus, Ohio 43219**

**TECHNOLOGY COMMITTEE MEETING AGENDA**

**MEMBERS**

1. Ms. Angie Crandall (P)	Director of Technology	ESC of Central Ohio
2. Mr. Dave Dewese**(P)	Technology Coordinator	Canal Winchester Local
3. Ms. Pam Earp (P)	Technology Coordinator	North Union Local
4. Mr. James Freeman (P)	Director of Technology	Whitehall City Schools
5. Mr. Kevin Miller	Treasurer	Fairfield Union Local
6. Mr. Gary Orr (P)	Director of Technology	Hilliard City Schools
7. Ms. Pam Orr (P)	Treasurer	Tolles Technical Center
8. Mr. Walt Podgurski (P)	Technology Coordinator	Pickerington Local Schools
9. Mr. Joe Schiska (P)	Technology Coordinator	Gahanna-Jefferson City Schools
10. Mr. Keith Schlarb (P)	Director of Computing Services	Worthington City Schools
11. Mr. Kevin Snyder (P)	Director of Technology	Lancaster City Schools

\*\* Committee Chairperson

**OTHERS**

1. Mr. Ron Miller (P)	Executive Director	MEC
2. Ms. Sue Ward (P)	Fiscal Officer	MEC
3. Mr. Dayna Duncan (P)	Assistant Director	MEC
4. Mr. Bret Longberry (P)	Director	MEC
5. Mrs. Cheryl Cahlander	Coord. of Administrative Services	MEC

- I. Fiscal Services Update
- II. INFOhio Services Update
- III. Student Services Update
  - a) EMIS Update
  - b) DASL Upgrade
  - c) Progress Book Upgrade
- IV. Technical Services Update
- V. Administrative Update
  - a) ITC Budget/ State Funding
  - b) ITC Fee Sub-Committee Recommendation
  - c) Continuous Improvement Plan Reviewed
  - d) New Committee members for 2010-2012
  - e) Future Meetings
    - a. Vendor Fair 4/14/2010
- VI. Financial Report
  - a) Revenue YTD
  - b) Expenditures YTD
  - c) Budget Planning for FY11
- VII. Items by Committee Members

Meeting called to order by Dave Dewese – Committee Chairperson at 9:05 AM.

A motion to accept the minutes of the November 18, 2009 meeting was made by Angie Crandall. Second by Pam Earp. Motion approved.

- I. **Fiscal Services Update**
  - a. Fiscal Services staff addition delayed. A review of the work flow within the department could not support the need at this time for an additional staff member. We will review at year end and will bring in temporary staff as needed during critical times.
  - b. More loading of spreadsheets is being done by staff. Our staff continues to work with State Software Development Team (SSDT) to load files along with 3<sup>rd</sup> party vendors.
  - c. Exploring working with AESOP to create a personnel package that will interface with State Software and loading data.
  - d. 2010 W-2s and 1099s may be loaded on the Employee Kiosk and avoid MEC costs (forms, printing and labor). Dayna Duncan is looking into a secure web appliance to protect this process.
- II. **INFOhio Services Update**
  - a. Staff members are preparing training materials for the rest of the school year.
  - b. New focus on electronic library books. Working with a possible vendor to provide discounted pricing for eBooks (as part of the school's collection). Also working on a grant for iPod Touch or other handheld readers for a pilot project.
- III. **Student Services Update**
  - a. **EMIS**
    - i. The EMIS\_R project is not as far along as ODE would like, but the four days of planned submissions provided very beneficial information that is leading to further system improvements.
    - ii. ODE and Edustructures are taking time to re-evaluate their next steps. At this point testing continues. The new system has been opened again statewide for "test" purposes as ODE and Edustructures continue to provide updates to the components.
    - iii. Once the Test Phase is completed the Performance Period will be implemented. There will only be one Performance Period, no splitting between flat file and SIF. This means that districts will be submitting data the way the system has been designed. As an example: If you are a DASL or eSIS district you will be collecting your student data via SIF and if you are a non-DASL/eSIS district you will continue to use flat files to support your collections.
    - iv. Final testing of the SIF agent for the SSID enhancement is underway at this time. This will be for DASL and eSIS districts only and is scheduled to be implemented soon.
  - b. **EMIS – Legacy System**
    - i. October/10K and March/10D reporting periods are still being reported using the legacy system. There are no maintenance screen options available from the SSDT for these reporting periods, only a Flat File Editor which allows those users without a software package to enter and maintain data, export, and load into the legacy system. The same Flat File Editor can be used by those districts to export files which can be uploaded into the EMIS-R system to run a Data Collection.
    - ii. October reporting will continue through April 23<sup>rd</sup>. March reporting is for Career-Technical follow up only, and will also continue to be processed through April 23<sup>rd</sup>.
  - c. **DASL**
    - i. Planning meeting for Eastland-Fairfield CTC has been held. Staff members are working toward a kickoff meeting in March with the full Eastland-Fairfield CTC

- DASL Team. Training will be in April.
- ii. The DASL staff will be providing scheduling training for all customers (old and new) as we head into spring scheduling season during March.
- iii. Continuing to work with Groveport Madison Schools for conversion. Still working on planning meeting schedule.
- iv. Staff members will be presenting a DASL demo for Teays Valley on 2/24/2010 as a possible new client for DASL in the future.
- v. DASL support staff and Business Integration Group (BIG) are working to complete a conversion process for use by ITCs in May/June. There currently is not a conversion process that works at this time.
- vi. The next release of DASL (10.3) will be coming out on March 11, 2010.

d. **ProgressBook**

- i. New release slated for end of February. The update is to include a report writer. Diane Fleteau will be sending out more information as soon as it is available.
- ii. Technical staff will be working to further virtualize ProgressBook on April 4, 2010. Districts have been and will be reminded again that there will be no access on that date.

IV. **Technical Services Update**

a. **SAN Upgrade Investigation**

- i. End of the 3 year lease is approaching
- ii. Is it more cost effective to renew support or replace?
- iii. If replacing, SAN must support OpenVMS
- iv. A driving factor towards replacement is integrated SAN replication to support disaster recovery
- v. We are current investigating products from HP, NetApp, and Compellent
- vi. The SAN provides storage for our OpenVMS and VmWare infrastructure (Windows, Linux)

b. **Web Conferencing Solution**

- i. MEC has contracted with Clarix Technologies, Inc to provide a hosted AdobeConnect Pro solution. After testing offerings from Cisco/Webex, InterCall, AT&T, and Adobe, we felt the cost and features (cross platform compatibility, integrated audio) of the Adobe product is the best solution
- ii. List price is \$450 per user annually
- iii. Educational discount price is \$150 per user annually
- iv. No setup fee
- v. Free continuing webinar based training
- vi. U.S. based support
- vii. Clarix is one of the largest Adobe partners for this product with more than 4 years experience supporting the product
- viii. We anticipate having the application setup by early March

c. **VMware Software Purchasing**

- i. The Ohio Academic Resources Network (OARNet) is the Ohio source for VMWare products
- ii. See MEC Tech Cohort Website for link

d. **Interest in VMWare Test Environment**

- i. In meeting with VMWare, we have developed the kernel of an idea of providing a VMWare testing environment at MEC
- ii. Our initial roll out would be related to desktop and application virtualization (example workflows)
- iii. Does that sound of interest?

e. **Soft Phones with AT&T VoiceDNA**

- i. As part of our hosted VOIP solution, we have access a soft phone application

which would allow us to virtually answer our desk phones from anywhere there is Internet access

- ii. Testing is continuing however the initial tests are positive
- iii. This feature will allow staff to continue to service our customers in the event of weather or other emergency
- iv. If testing continues to be positive, implementation may be as early as this spring

f. **M86 Web Filtering Evaluation Progress**

- i. Hardware arrived for our startup during the week of February 8<sup>th</sup>.
- ii. The following districts volunteered to assist in the evaluation: Hilliard, Dublin, London, Fairbanks, and Upper Arlington
- iii. The MEC Staff and Training Room subnets have also been included in the evaluation
- iv. This appliance is not a proxy as the Webwasher
- v. No longer depending on the horsepower of the appliance to vend pages
- vi. Should eliminate the need to route troublesome pages around the filter
- vii. Expect blocking improvement of anonymous proxy sites – by URL, any port certificate validity (optional reverse DNS) however this is a global setting
- viii. In reviewing the district created custom block/allow in the Webwasher, M86 already has many of the sites categorized appropriately
- ix. Sites can be categorized by:
  - 1. URL specific (preferred)
  - 2. \* Wildcard URL (preferred)
  - 3. Keyword URL categorization – not on by default
  - 4. Keyword in Search Bar categorization - not on by default
- x. Custom categories can be made
- xi. Take note, once changes are submitted to the library it takes about 5 minutes for it to take effect. Be patient
- xii. Not worked with the reporter yet
- xiii. May request an evaluation extension from the vendor due to missed days due to weather
- xiv. Anticipate having a completed evaluation ready by the spring Tech Cohort meeting

g. **Tech Cohort Website**

- i. As I find interesting documents, I'm posting them on the website

h. **Discussion - Recommended Practice for Logging**

- i. What is a reasonable amount of time to maintain firewall/security logs?
- ii. Does any district have logs described in their document retention policy?
- iii. Since these logs are “security/infrastructure records” are they subject to the document retention policy?
- iv. Interest in having an authoritative legal discussion on this topic?

V. **Administrative Update**

a. ITC Budget/State Funding

- i. Still waiting on Q2 and Q3 subsidy payments from ODE. Preliminary warnings have been issues of a budget cut in Q4 due to below projection state revenues.
- ii. Bret Longberry is working with Sue Ward to update the Five-Year Forecast to show a phase out of all state ITC funding by 2014. This will lead to further discussions for the Fee Sub-Committee.

b. Rate Sub-Committee

- i. Minutes from 2/8/2010 meeting.
- ii. Committee voted to approve some rate increases
  - 1. Increase the maximum service fees for Fiscal and Student Services from \$50,000 to \$55,000

2. Increase the Disaster Recovery fee from \$1.00 to \$1.25 per ADM to allow additional services to be covered at the DR site
  3. New Service fee for OnBase document storage and retrieval based on a per project model
  4. New MECNET service fee for 1GB level at \$20,340 per year (subject to build out costs for service)
- iii. Motion from Technology Committee for FY11 ITC Service Fees to the Governing Board
    1. Motion by Gary Orr to accept the recommendation of the Rate Sub-Committee. Second by Walt Podgurski. Motion approved.
- c. MEC Continuous Improvement Plan Reviewed by ODE
    - i. MEC's plan is great. Charts super. Need to keep track of prior year's goals. No further action required.
  - d. New Committee Members needed for 2010-2012
    - i. Technology Committee – need to add 2 new members (unless others are dropping off). Send recommendations to Bret Longberry by 3/12/2010.
    - ii. Rate Sub-Committee – Dave Knisley from Grandview Heights is retiring and needs to be replaced. Also need to add one more representative from a large district, small district and charter/community school. Send recommendations to Bret Longberry by 3/12/2010.
  - e. MEC Vendor Fair April 14, 2010 at the Aladdin Shrine Temple
    - i. Technology Committee Meeting
    - ii. Technology Cohort Meeting and lunch
    - iii. More technology vendors than ever before
- VI. **Financial Reports**
- a. ITC Revenue Year to Date
  - b. ITC Expenditures Year to Date
  - c. Budget Planning for 2011
    - i. Reducing State Funding
    - ii. Flat projections in some service areas
    - iii. Continued reductions in discretionary spending.
    - iv. Future rate adjustments will be needed.
- VII. **Items by Committee Members**

A motion to adjourn was made by Pam Earp. Second by Angie Crandall. Meeting adjourned at 10:40 AM.