

MCOECN Board of Trustees Meeting
Management Council of the Ohio Education Computer Network
Thursday, August 13, 2009, beginning with Lunch at 12pm
BASA Conference Room
8050 North High Street
Columbus, OH 43235

AGENDA

- I. Call to Order/Welcome New Board of Trustee Members

- II. MCOECN Organizational Items
 - A. Election of Officers*
 - 1. Chairperson
 - 2. Vice-Chairperson

* The ITC Director who is selected as an officer of the Board will also serve on the OECN Oversight Committee.
 - B. Notification of Meeting Dates

I recommend the Board of Trustees establish the following procedure for notification to the public of the time and locations of meetings of the Board of Trustees of the Management Council of the Ohio Education Computer Network (MCOECN). The meeting notification including the specific date, time, and location of all regularly scheduled meetings, and the specific date, time, location, and purpose of all special meetings will be posted on the internet web site of the Management Council of the Ohio Education Computer Network and on a public bulletin board in the reception area of the fiscal agent Northern Buckeye Education Council (NBEC) at least twenty-four (24) hours prior to the meeting.
 - C. Investment of Funds

I recommend the Board of Trustees authorize the Fiscal Agent Treasurer to invest funds and allocate interest income as follows:

 - 1. Interest on MCOECN funds not related to the MC-TSG is to be credited to the MCOECN General Fund (022-000), unless otherwise required by funding contract.
 - D. Standing Resolutions for Spending Authority

I recommend the Board of Trustees approve the following:

 - 1. In conjunction with the Fiscal Agent representatives, the CEO of the MCOECN approves the appropriations increases, decreases and modifications between meetings of the Board of Trustees with all approval granted being presented to the Board of Trustees at its next scheduled meeting for ratification. The Interim Executive Director acts in the capacity of the CEO in his absence.
 - 2. Appoint the CEO as Purchasing Agent over all funds of the MCOECN except for the TSG and DASL funds. The CEO shall have no limit on purchasing authority so long as expenditures made are within appropriations established by the Board of

Trustees for all funds except the General Fund. The spending limit of the General Fund is \$25,000 per purchase order unless a larger amount has been pre-approved by the Board of Trustees of the MCOECN. The Purchasing Agent for the DASL Fund will be the DASL Executive Director. In the absence of the DASL Executive Director, the Chairman of the DASL Advisory Committee will act as the Purchasing Agent of the DASL Fund. The Interim Executive Director will act as the Purchasing Agent over all other MCOECN funds in the absence of the MCOECN CEO.

3. Authorize the NBEC as Fiscal Agent to provide a credit card to the CEO of the MCOECN for the purpose of paying for meetings and miscellaneous office expenses with a credit limit of \$4,000.

E. Legal Counsel

Recommendation: Bricker & Eckler and Scott, Scriven & Wahoff be designated as legal counsel and authorize the CEO to consult with legal counsel as deemed necessary.

F. Meetings and Travel

Recommendation: The MCOECN Board of Trustees authorizes the CEO to approve meeting attendance, travel requests, and reimbursements as deemed appropriate for employees and consultants of the MCOECN.

G. Meals and Refreshments at Meetings and Other Gatherings Hosted by the MCOECN

Recommendation: The Board of Trustees of the MCOECN declare the purchase of meals at meetings and other gatherings hosted by the MCOECN or any of its programs be authorized as a permissible use of MCOECN funds and to authorize the CEO to determine the appropriateness of serving refreshments at various meetings held by the MCOECN if it serves a public purpose.

H. TSG Margins and Agreements

Recommendation: The MCOECN Board of Trustees appoint the MCOECN CEO to establish product margins for products and services of the mc-tsg, and authorize the mc-tsg COO and MCOECN Fiscal Agent Treasurer to enter into reseller agreements with vendors, and/or services agreements with customers, on behalf of the mc-tsg or as recommended by the mc-tsg Technical Implementation Advisory board (TIAB) and/or its agents.

I. Fiscal Agent

Recommendation: The MCOECN Board of Trustees designates Northern Buckeye Education Council as the Fiscal Agent for the MCOECN and authorizes NBEC to invoice the Management Council on a time and material basis.

J. Public Records Officers

Recommendation: The MCOECN Board of Trustees re-appoints the MCOECN Executive Assistant as the MCOECN Public Records Officer and the MCOECN CEO as the alternate.

III. MCOECN Action Items

- A. Approval of the June Board of Trustees Meeting Minutes
- B. Approval of the FY09 Year-End Financial Reports

IV. eSMOC Action Items

- A. To appoint Brian Mulvany from SWCS as the primary Purchasing Agent of the eSMOC Fund as recommended by the eSMOC Advisory Council. The backup person will be designated at the next eSMOC Meeting on August 11.

V. INFOhio Action Items

A. Approval of budget attached (see attached)

1. INFOhio State FY10
2. INFOhio Local FY10

B. Notification of anticipated support agreements and funding from ODE to render services for the benefit of Ohio school districts for FY10 (All approvals for FY10 are based upon ODE final contract language and funding.)

INFOhio Support Site Agreement

\$1,600,000

\$21,081 payment to each ITC

\$ 484,863

State support program

\$ 1,115,137

Area Media Centers payments

\$ 0 (zero funding)

VI. TSG Action Items

1. **Establishment of Meeting Date and Time.** A motion was made by Al Porter, seconded by Tom Garbarz, to establish the regular meeting date and time of the TIAB as the second Monday of the month at 9:30 AM. Notification of the specific date, time and location of each meeting will be posted publicly (electronically) at least twenty-four (24) hours prior to each meeting.

2. **Appointment of Purchasing Agents.** To appoint the **mc•tsg** COO as Purchasing Agent for all funds of all programs of the **mc•tsg**, establishing no limit on purchasing authority provided purchases are within approved appropriations and guidelines of the **mc•tsg** governance documents. Also, to appoint the NBEC Executive Director as Purchasing Agent, in the absence of the **mc•tsg** COO, over all funds of all programs of the **mc•tsg**, establishing no limit on purchasing authority provided purchases are within approved appropriations and guidelines of the **mc•tsg** governance documents.

3. **Allocation of Interest Income.** To authorize the NBEC Treasurer to invest funds and allocate interest income as follows:

1. Interest on all **mc•tsg** program funds is to be credited to the **mc•tsg** General Fund (022-9190), unless otherwise specified by contractual agreement.
2. ISP Bandwidth Fund interest will be credited to (022-9006) by contractual agreement.

4. **Transfers, Advances, & Appropriation Modification Authorization.** To authorize the NBEC Treasurer, in consultation with the **mc•tsg** COO, to make any needed advances, transfers, and appropriation modifications and to report them to the TIAB at its next regular meeting.
5. **Appointment of Legal Counsel.** To appoint Squire, Sanders and Dempsey; Ennis, Roberts and Fisher; Bricker and Eckler; Marshall-Melhorn; The Riley Law Firm; and/or Means, Bichimer, Burkholder and Baker as legal counsel to the **mc•tsg** and authorize the **mc•tsg** COO and/or NBEC Treasurer or Executive Director to consult with legal counsel as deemed necessary.
6. **Approval of Meeting Attendance and Travel Requests.** To authorize the Purchasing Agent(s) to approve meeting attendance, travel requests, and reimbursements as deemed appropriate.
7. **Appointment of Records Commission.** To utilize the Records Commission of the MCOECN Fiscal Agent as the Records Commission of the **mc•tsg**.
8. **Meeting Refreshment Authorizations.** To declare that the purchase of meals and other refreshments at meetings or other gatherings hosted by the **mc•tsg** or any of its programs be authorized as a permissible use of **mc•tsg** funds, and to authorize the Purchasing Agent(s) and/or the NBEC Treasurer to determine the appropriateness of serving refreshments at various meetings held.
9. **External Grants/Projects Authorizations.** Appoint the **mc•tsg** COO as administrator of all external projects and grants, and authorize the **mc•tsg** COO to prepare, or cause to be prepared, proposals for grants and external projects deemed by the **mc•tsg** COO to be in the best interests of the **mc•tsg** and/or the Ohio K-12 educational community.

- VII. Committee Activities
 - A. Ohio K-12 Network
 - B. State EMIS Advisory Committee
 - C. OECN Oversight Committee
 - D. D3A2 Update
 - E. Visionary/Legislative Committee
 - F. TSG Update
 - G. DASL Update – Greg Spencer
 - H. eSIS Update – Jim Turk
- VIII. Updates from Related Organizations
 - A. eTech Ohio
 - B. ODE
 - C. BASA/OSBA/OASBO/OESCA

- IX. Staff Reports
 - A. Theresa Fredericka, INFOhio Executive Director
 - C. Andrew Tompkins, CPO
 - D. David Rhoades, Consultant
 - E. Bruce E. Hawkins, CEO

- X. Discussion Items
 - A. State Budget
 - B. Other Items as Initiated by the Board of Trustees

- XI. Adjournment

Note: The next Board of Trustees Meeting is on Thursday, September 25, 2009, beginning with dinner at 6:00 p.m in Suite 317 at the Extended Stay Suites Polaris. Please note this is the evening before the next MCOECN Membership Meeting.