

MCOECN Board of Trustees

Thursday June 15, 2017 beginning at 12 p.m. at the offices of the MCOECN

8050 North High Street, Suite 150, Columbus, Ohio 43235

Board Meeting Agenda

- I. Call to Order
- II. Approval of Minutes
 - a. Recommend approval of the minutes from the Board of Trustees meeting on 4/20/17.
- III. Action Items
 - a. Recommend approval of the financial reports as presented for 4/30/2017 and 5/31/2017 (bank reconciliation, financial summary, financial detail).
 - b. Recommend approval of the job description for eFinancePlus Support and Training Specialist (included in agenda packet).
 - c. Recommend approval of the following employment contracts:
 1. Jackie Schultz, eFinancePlus Support Specialist, June 2, 2017 through June 30, 2018 – \$40,593.75 annual salary (Paid from ERP Fund – 020-9001).
 2. Approval of Melissa Higgs-Horwell, INFOhio Instructional Support Specialist, additional 60 hours at her current hourly rate. (Paid from the INFOhio Grant Fund - 499-9710).
 - d. Recommend approval of accepting the following grants from the Ohio Department of Education:
 1. FY 17 Essential Digital Resources Grant (499-9713) in the amount of \$316,333 and appropriating this amount as Purchased Services.
 - e. Recommend approval of changes in Estimated Revenue as follows for FY 2017:
 1. General Fund (001-0000): Increase of \$437,000.00
 - f. Recommend approval of appropriation modifications as follows for FY 2017:
 1. General Fund (001-0000)

Fringe Benefits:	Original: \$223,140.56	New: \$245,140.56
Purchased Services:	Original: \$530,386.00	New: \$730,386.00
Supplies:	Original: \$1,050,000.00	New: \$1,250,000.00
Equipment:	Original: \$210,000.00	New: \$250,000.00
Other:	Original: \$50,000.00	New: \$25,000.00

Advances Out:	Original: \$0.00	New: \$675,000.00
	(Total Increase of \$1,112,000.00)	
2. ERP Fund (020-9001)		
Salaries:	Original: \$0.00	New: \$3,300.00
Fringe Benefits:	Original: \$0.00	New: \$650.00
Purchased Services:	Original: \$1,300,000.00	New: \$1,316,000.00
	(Total Increase of \$19,950.00)	
3. SIS Fund (020-9005)		
Purchased Services:	Original: \$3,505,290.00	New: \$3,525,290.00
Other:	Original: \$20,000.00	New: \$0.00
	(Total Increase of \$0.00)	
4. INFOhio Grant (499-9710)		
Salaries:	Original: \$948,684.00	New: \$985,027.00
Benefits:	Original: \$268,301.00	New: \$278,204.00
Purchased Services:	Original: \$196,587.00	New: \$162,526.21
Supplies:	Original: \$15,000.00	New: \$3,807.00
Other:	Original: \$15,000.00	New: \$14,007.79
	(Total Increase of \$0.00)	
5. Service Desk Grant (499-9720)		
Salaries:	Original: \$228,530.00	New: \$174,363.00
Benefits:	Original: \$70,755.00	New: \$44,057.00
Purchased Services:	Original: \$263,715.00	New: \$348,172.00
Supplies:	Original: \$3,000.00	New: \$500.00
Equipment:	Original: \$4,000.00	New: \$1,908.00
	(Total Increase of \$0.00)	
6. KRA-ELA Service Support Grant (499-9721)		
Salaries:	Original: \$307,493.00	New: \$304,478.00
Fringe Benefits:	Original: \$105,907.00	New: \$90,974.00
Purchased Services:	Original: \$156,150.00	New: \$168,284.57
Supplies:	Original: \$5,000.00	New: \$2,750.00
Equipment:	Original: \$6,000.00	New: \$14,063.43
	(Total Increase of \$0.00)	
7. Disaster Recovery Grant (499-9722)		
Purchased Services:	Original: \$318,582.00	New: \$352,874.00
Equipment:	Original: \$65,000.00	New: \$30,708.00
	(Total Increase of \$0.00)	
8. ELSRPD Grant (499-9725)		
Salaries:	Original: \$70,350.00	New: \$60,000.00
Fringe Benefits:	Original: \$18,200.00	New: \$10,893.00
Purchased Services:	Original: \$11,200.00	New: \$29,786.00
Supplies:	Original: \$700.00	New: \$0.00
Equipment:	Original: \$1,750.00	New: \$1,520.73
	(Total Increase of \$0.00)	

- g. Recommend approval to permit the CFO in consultation with the CEO to make necessary appropriation modifications to all funds to ensure closing Fiscal Year 2017 in the black and reporting any such modifications to the board at

the first regular meeting of Fiscal Year 2018.

- h. Recommend approval of budgets and accompanying appropriations for Fiscal Year 2018 for the following funds (all included in agenda packet):
 - 1. ERP Project Fund (020-9001)
 - 2. Ohio Distance Learning Association Fund (020-9002)
 - 3. Student Information Fund (020-9005)
 - 4. Kiosk Fund (020-9197)
 - 5. INFOhio Local Fund (020-9199)
- i. Recommend an advance of \$675,000 from the General Fund (001) to the ERP Project Fund (020-9001) to be returned after invoicing ITCs for Round 2 – Invoice 2 in July.
- j. Recommend approval of the memorandum of agreement (MOA) with NCOCC for Kiosk Support for Fiscal Year 2018 in the amount of \$46,370.47.
- k. Recommend approval of the Fiscal Year 2018 liability and property insurance quote from SORSA in the amount of \$3,731.
- l. Recommend approval of an agreement with HCC for Finance Software and Payroll Services for FY 18, FY 19 and FY 20 in the amount of \$10,000.00 per year.
- m. Recommend approval of the Fiscal Year 2018 ISP rate of \$ 1.20per MB per month (\$1.75 per month less ODE ISP Subsidy of \$.55 per MB per month), contingent on the award of the Fiscal Year 2018 ISP Subsidy Grant by the Ohio Department of Education in an amount similar to the Fiscal Year 2017 award.
- n. Recommend approval of a “rate holiday” for ISP services to MCOECN member ITC’s for the month of July 2017.
- o. Recommend approval of the FY 2018 Student Information fee of \$4.00 per head count.
- p. Recommend approval of the INFOhio product and services fees for Fiscal Year 2018 (rate schedules included in agenda packet).

IV. CEO Report – Geoff Andrews

- a. State budget update
- b. Demonstration of community site
- c. Security efforts update
- d. eFinance Plus / State Software redesign update
- e. Software Answers contract
- f. Strategic Plan, mission/vision/values/logo

- V. Board Discussion Items
 - a. Tom Collins – work with RICs
- VI. Executive Session – Discuss employment and compensation of public employee(s).
- VII. Action Items (If needed)
- VIII. Adjournment