

MCOECN Board of Trustees

*Wednesday June 12, 2019 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 5/2/19.
- III. Board Discussion Items
 - a. Job descriptions, levels, classifications and compensation.
- IV. Action Items
 - a. Recommend approval of the financial reports as presented for 4/30/2019 and 5/31/2019 (bank reconciliation, financial summary, financial detail).
 - b. Recommend approval of the following new and revised job descriptions (Copies in Agenda Packet):
 1. INFOhio Administrative Assistant – Revised
 2. Director of State Software Development Team – New
 3. State Software Development Team Special Projects Manager - New
 4. State Software Development Team Project Manager – New
 5. State Software Development Team Support Manager – New
 6. State Software Development Team System Engineer - New
 7. State Software Development Team Programmer/Analyst I – New
 8. State Software Development Team Programmer/Analyst II – New
 9. State Software Development Team Senior Programmer/Analyst – New
 10. State Software Development Team Support Specialist/Technical Writer I – New
 11. State Software Development Team Support Specialist/Technical Writer II – New
 12. State Software Development Team Senior Support Specialist/Technical Writer – New
 - c. Recommend approval of the following employment actions:
 1. Resignation of Elizabeth Davis, INFOhio Administrative Assistant, effective 6/12/2019.
 2. Approval of James Martin, INFOhio Technical Support Team Specialist, July 1, 2019 through June 30, 2020, \$71,100.00 (Paid from the INFOhio Local Fund).
 3. Approval of Jill Finnan, Instruction and Education Training Analyst, July 1,

- 2019 through June 30, 2020, \$64,500.00 (Paid from the KRA Grant Fund).
4. Approval of Dave Smith, Director of State Software Development Team, July 1, 2019 through June 30, 2020, \$123,901.00 (Paid from the State Software Development Grant and ODDEX Grant).
 5. Approval of Teresa Williams, State Software Development Team Special Projects Manager, July 1, 2019 through June 30, 2020, \$114,797.00 (Paid from the ODDEX Grant).
 6. Approval of Matthew Calmes, State Software Development Team Project Manager, July 1, 2019 through June 30, 2020, \$107,523.00 (Paid from the State Software Development Team Grant).
 7. Approval of Jodi Becher, State Software Development Team Project Manager, July 1, 2019 through June 30, 2020, \$90,299.00 (Paid from the State Software Development Team Grant).
 8. Approval of Michelle Drewes, State Software Development Team Support Manager, July 1, 2019 through June 30, 2020, \$87,230.00 (Paid from the State Software Development Team Grant).
 9. Approval of Catherine Aldrich, State Software Development Team System Engineer, July 1, 2019 through June 30, 2020, \$95,810.00 (Paid from the State Software Development Grant and ODDEX Grant).
 10. Approval of Wendy Root, State Software Development Team Senior Programmer/Analyst, July 1, 2019 through June 30, 2020, \$99,296.00 (Paid from the ODDEX Grant).
 11. Approval of Greg Shepherd, State Software Development Team Senior Programmer/Analyst, July 1, 2019 through June 30, 2020, \$72,982.00 (Paid from the State Software Development Team Grant).
 12. Approval of Lori Miller, State Software Development Team Senior Support Specialist/Technical Writer, July 1, 2019 through June 30, 2020, \$69,273.00 (Paid from the State Software Development Team Grant).
 13. Approval of Marc Davis, State Software Development Team Senior Programmer/Analyst, July 1, 2019 through June 30, 2020, \$71,799.00 (Paid from the State Software Development Team Grant).
 14. Approval of Robin Fronk, State Software Development Team Senior Programmer/Analyst, July 1, 2019 through June 30, 2020, \$68,493.00 (Paid from the State Software Development Team Grant).
 15. Approval of Andy Hoiles, State Software Development Team Senior Programmer/Analyst, July 1, 2019 through June 30, 2020, \$70,332.00 (Paid from the State Software Development Team Grant).
 16. Approval of Kim Olson, State Software Development Team Programmer/Analyst II, July 1, 2019 through June 30, 2020, \$67,532.00 (Paid from the State Software Development Team Grant).
 17. Approval of Kyle Miller, State Software Development Team Programmer/Analyst II, July 1, 2019 through June 30, 2020, \$68,102.00 (Paid from the State Software Development Team Grant).
 18. Approval of Jason Klinger, State Software Development Team Programmer/Analyst II, July 1, 2019 through June 30, 2020, \$64,763.00 (Paid from the State Software Development Team Grant).
 19. Approval of Zachary Hauck, State Software Development Team

- Programmer/Analyst I, July 1, 2019 through June 30, 2020, \$58,054.00 (Paid from the State Software Development Team Grant).
20. Approval of Haley Miller, State Software Development Team Programmer/Analyst I, July 1, 2019 through June 30, 2020, \$58,054.00 (Paid from the State Software Development Team Grant).
21. Approval of Andrea Boehm, State Software Development Team Support Specialist/Technical Writer II, July 1, 2019 through June 30, 2020, \$58,707.00 (Paid from the State Software Development Team Grant).
22. Approval of Amanda Folkman, State Software Development Team Support Specialist/Technical Writer II, July 1, 2019 through June 30, 2020, \$65,000.00 (Paid from the State Software Development Team Grant).
- d. Recommend approval of changes in Appropriations and Estimated Revenue per agenda attachment for FY 2019.
- e. Recommend approval to permit the CFO in consultation with the CEO to make necessary appropriation modifications to all funds to ensure closing Fiscal Year 2019 in the black and reporting any such modifications to the board at the first regular meeting of Fiscal Year 2020.
- f. Recommend approval of budgets and accompanying appropriations for Fiscal Year 2020 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. INFOhio Local Fund (020-9199)
- g. Recommend approval of the memorandum of agreement (MOA) with NCOCC for Kiosk Support for Fiscal Year 2020 in the amount of \$48,594.60 (included in agenda packet).
- h. Recommend approval of the Fiscal Year 2020 liability and property insurance quote from SORSA in the amount of \$4,131.00.
- i. Recommend approval of the State Fiscal Software Support rate beginning in FY 20 of \$.50 per ADM for users of USAS or USPS. Districts initiating the process to convert to the eFP system in the July or January groups are exempt from this fee, as they will be paying fees for the eFP system.
- V. CEO Report – Geoff Andrews
- a. eRate attorney update
 - b. Reflections on the year and foreshadowing summer retreats
 - c. On boarding State Software Development Team

VI. Board Discussion Items

- a. State Software Development Team concern regarding overtime projects

VII. Action Items

- a. Salary action for current Management Council Employees – recommend a 2.5% raise for all Management Council employees.
- b. Any necessary action resulting from Board discussion

VIII. Adjournment