ACCESS Council

Area Cooperative Computerized Educational Service System
Regular Assembly Meeting
9:00 a.m. Friday, October 10, 2025

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

A regular meeting of the Assembly of the ACCESS Council of Governments was held at 9:00 a.m. on Friday, October 10, 2025.

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
Campbell City Schools – Matt Bowen
Canfield Local Schools – Patricia Prince
Columbiana County Career & Technical Center – Katherine Scanlon
Columbiana County ESC – Marie Williams, Lucas Cooper
Columbiana Exempted Village – Dr. Don Mook
Crestview Local Schools – Charlene Mercure
ESC of Eastern Ohio – Ryan Jones
Jackson Milton Schools –Sean Sich
Leetonia Local Schools –Jennifer Coldsnow
Lowellville Schools – Christine Sawicki, Tyler Noble
Poland Local Schools – Jeanette Medina
Sebring Local Schools – Dawn Welsch, Danton Blackburn
South Range Local Schools – Dean Pagnotta
Springfield Local Schools – Rachael Smith
Struthers City Schools – Ryan Cene
United Local Schools – Melissa Baker
Wellsville Local Schools – Maia Amato
West Branch – Adam Fisher

Also attending:

Southern Local Schools – Tom Cunningham, Greg Sabbato
Lisbon Local Schools – Jennifer Coldsnow
Utica Shale Academy –
Kevin Homistek, Executive Director, ACCESS
Diane Fabian, Director of Student Services, ACCESS
Aaron Merlino, Director of Technology, ACCESS
Staff Members, ACCESS

Dr. Don Mook welcomed the assembly and started the meeting at 9:04 am.

Motion 25-05 - Approve Agenda
Mr. Lowe moved and Mr. Neifer seconded a motion to approve the agenda. Approved by unanimous voice vote. Motion carried. Dr. Mook declared the motion approved.

Motion 25-06 – Approve Minutes
Ms. Williams moved and Mr. Fisher seconded a motion to approve the minutes of the April 2025 Regular Assembly Meeting. Approved by unanimous voice vote. Motion carried. Dr. Mook declared the motion approved.

Motion 25-07 - Financial Report
Ms. Mercure moved and Ms. Welsch seconded a motion to approve the financial report.
Mr. Homistek reviewed the September 2025 Financial Report. Mr. Homistek reviewed all funds and unique expenditures for FY2026. He also provided an overview of projections for FY2027 - 29.

FY2026 Projections All Funds

- Beginning Balance $2,838,046.41
- Revenues $4,137,714.84
- Expenses $3,954,116.21
- Projected Ending Balance $3,01,645.04
- Less Fiber Fund $801,150.83
- Unreserved Ending Balance $2,220,494.21

Key Items

- Forecast projects no changes to the current fee structure.
  - Transition of maintenance agreement with ark effective October 1, 2024
  - Security requirements may dictate additional expenditures
  - Increases from Software/Maintenance providers
  - Health insurance holidays or premium cost increases

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

Motion 25-08 – Approve Menu of Services Fees for FY27
Ms. Smith moved and Mr. Sich seconded a motion to approve the FY27 Menu of Services and Fees. Approved by unanimous voice vote. Motion carried. Dr. Mook declared the motion approved.

Administrative Updates
Mr. Homistek provided updates on the ongoing ACCESS Council & member districts Erate audit, which is currently under review by USAC. Expected completion date December 12, 2025.
Mr. Homistek provided updates on the Erate Category 1 Internet Services contracts and the renewal clause in them providing the option to renew for an additional 3-year period.

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

FY25 Graduate Reporting Collection

- 2025 Grads and College, Career, Workforce, and Military Readiness (CCWMR)
    - Final Collection – *today* – 10/10/25
    - Final Correction Opportunity – *Opens* – 10/13/25
- Impacts FY26 Local Report Card

EMIS Coordinators & Food Service Directors Working Together

- EMIS Coordinators submit Student Cross Reference (SCR) and Contacts Collections - Prior to the start of school
- Food Service Directors process – Child Nutrition Direct Certification (CNDC)
    - Impact EMIS Disadvantagement Reporting and DPIA Funding

ACCESS Student/EMIS Trainings

- Ongoing. We appreciate district staff attending. Pulling back Zoom options, but will accommodate when needed

EMIS Focus Group

- ODEW Office of Data Quality & Governance, asked us (ACCESS) to participate. ODEW is asking for feedback from this group regarding EMIS

Local Report Card Sessions – FY26

- Received positive feedback, but always looking for suggestions on things to include

Network & Security Services
Mr. Merlino shared information regarding the following.

- WAN Refresh – Close to completion. Upgrades, redundancy in place. One final loop node and a few secondary nodes to complete; hopefully by end of calendar year.
- Firewall upgrades – Completed with full district segmentation.
- Upcoming storage redesign. End of life is coming. New systems are needed and will assist with HB96 cybersecurity requirements
- Security update, MFA - email – Enforcement deadline is December 1, 2025 for all staff users. Will continue sending weekly reminders to tech coordinators. Updated password policy – no changes, just a reminder when MFA is fully enforced, no password expiration.
- Security update, PhishNotify and Reporting tool (Tom Davies) – Phishing simulations (fake phishing emails to begin identifying and not click real phishing links.) This provides instant feedback to user and tech department when a real phishing email is identified.
- HB96 reporting requirements

Motion 25-09 - Adjournment
Ms. Baker moved and Ms. Smith seconded to adjourn the meeting. Motion carried. Dr. Mook declared the meeting adjourned at 9:47 am

The foregoing is a correct record of the proceedings of the ACCESS Assembly Meeting held on October 10, 2025.

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Chairman Date

_____ _____

Secretary Date

DRAFT to be approved at April 2026 meeting