

**Heart of the Valley ITV Consortium
Superintendents Meeting
Wednesday, November 13, 2019
1:00 p.m.**

Introductions and Roll Call—Misti Wuori

Present:

Jeremy Brandt, Superintendent – Central Valley

Jeff Larson, Superintendent – Finley-Sharon

Michael O'Brien, Superintendent – Fordville-Lankin

Kevin Rogers, Superintendent – Hatton

Paula Suda, Superintendent – Hillsboro

Brad Callender, Superintendent – Hope-Page

Pat Windish, Superintendent – Maple Valley

Michael Bradner, Superintendent – MayPort CG

Roger Abbe, Superintendent – Midway

Linda Lutovsky, Superintendent – Minto

Shane Azure, Superintendent – Northwood

Derrick Bopp, Director - Sheyenne Valley Area Career and Tech Center

John Maus, Superintendent - Thompson

Misti Wuori, Director of the Office of Extended Learning – Mayville State University

Alissa Perkins, Distance Programs Support Specialist – Mayville State University

Shay Thorsgard, Administrative Office Coordinator – Mayville State University

Agenda Items

Review of Contact Information/Email Address Updates/Staff Changes

John Maus: If anyone has any updates to contact information for their school, please send updates to Misti Wuori at: misti.wuori@mayvillestate.edu

Review and Approval of Minutes from June 5, 2019 Meeting

Paula Suda: Moved to approve June minutes as is.

Kevin Rogers: Seconded the motion.

Discussion: none

Updates from Consortium Director and Individual Schools

Misti Wuori: The website is being updated regularly so if you need to review meeting agendas or minutes, contact information, HOV bylaws, etc., know that it is all available on the website. As a reminder, Alissa Perkins is the primary tech contact for HOV and HOV scheduling. Both Alissa and I should be contacted as soon as possible about a system going completely down. Shay Thorsgard is the administrative office coordinator assisting with tasks such as HOV billing.

Tuition/Fee Payment Fall 2019

Shay Thorsgard: All dues have been paid.

Misti Wuori: MaSU will be sending out invoices for Fall courses next week.

Equipment/Tech Needs

- **Alissa Perkins** is the Mayville State Extended Learning Distance Programs Support Specialist. Contact Alissa by email at Alissa.perkins@mayvillestate.edu or by phone at 701-788-4645.
- **Polycom Unit Purchases Update**—Misti Wuori: When AVI maintenance contracts ended in April 2019, we voted to not continue with AVI, and then we had several equipment failures. The returned unit from Enderlin went Midway (camera and microphone) and the Polycom to Fordville Lankin. Then Minto and Northwood's units both went down. We found a CA company, VuPorts, that provides a refurbished polycom unit with a year-long service contract for about \$3400. The Executive Board decided to purchase one for Minto, and that's been working well so far. Northwood's unit is not fixable per the VuPorts tech support; Minto has one still needing repair and may be fixable per VuPort tech support. Can we purchase another for Northwood and then get Minto's diagnosed for repair?

Mike Bradner: Moved to purchase a unit through the CA company for Northwood and have the company also diagnose Minto's.

Paula Suda: Seconded the motion.

Discussion—John Maus: Do we have a cost estimate for the repairs needed for Minto?

Misti Wuori: Not yet. The Northwood unit would be the same cost of about \$3379 with the year warranty. The Minto unit would cost \$195 for a diagnosis, and then HOV would be assessed an hourly repair fee. The company is VuPorts LLC out of San Rafael CA.

- **Training or Other Needs on the Equipment?** John Maus: Do any schools still need training on this? (no responses/discussion)
- **Other Equipment/Technical Support Needs**
John Maus: Is there anything else needed besides the previously mentioned fixes?

Derrick Bopp: Sheyenne Valley has a couple of units that could possibly be diagnosed for repair, fixed, then used as backups for other schools.

Misti Wuori: Let me know what error messages and what is failing, and I will forward to VuPorts to see if they are worth fixing. If fixable, I will present the need to the Executive Board.

Paula Suda: Hillsboro also has some equipment problems and will forward information on the issue/s from the tech person.

Misti Wuori: MaSU's service desk will run updates on units first to see if that works to correct some problems, but be sure to let Alissa Perkins or Misti Wuori know if you have issues so we have our service desk personnel take a look. They will need to know the name of the unit, the serial number, and a description of the problem or error message.

Course Needs/Issues (ITV and Dual Credit together)

Misti Wuori: MaSU has a new offering—EDUC 105 Principles of Education and Training. The course has a state code, as it was developed in an effort put forward by the Governor and the Deans of the university teachers' programs to get more high school students interested in pursuing teaching careers. Any instructor interested in teaching the course must have a masters, but the masters can be in any content area. Let me know if you're interested in having that as an elective offering for dual credit students.

2020-2021 Calendar Discussion

Note from Misti Wuori: Has anyone started planning for 2020-2021 calendars? Please share your 2020-21 calendars through the listserv as your district approves.

Paula Suda: Hillsboro will be submitting two drafts to look at.

2018-2019 Final Budget Summary and Budget Status

Misti Wuori: (Submitted the trial balances from Peoplesoft in an email prior to the meeting and reviewed with the group.) Just a reminder--if any instructors are sent out to schools and have mileage to report for reimbursement, be sure to send that in to me at the end of the semester or after the travel is completed.

Membership Dues Collected for 2019-2020

Misti: As previously noted, these are all paid.

Other Issues/Concerns

(no responses/discussion)

Next Meeting Date:

John Maus: The next meeting will be on site in Mayville or optionally via PEXIP on June 3, 10 a.m., probably in the same room.

Adjournment

Kevin Rogers: Moved to adjourn

Jeremy Brandt: Seconded the motion.

Please remember you can find all meeting agenda and minutes
at: <http://www.hovc.k12.nd.us/files.html>

Report ID: GLS7012

Peoplesoft GL
TRIAL BALANCE

Bus. Unit: MASU1--Mayville State University

Ledger: ACTUALS Actuals Ledger

As of Year 2019 and Period 12

June 30, 2019

Base Currency: USD Date Code 0

Fund
80330 HOV-ITV

Account
105251

Cash - in BND

201001	Accounts/Vouchers Payable
224027	Amounts Held for Others
462110	Other Services
521030	In State - Vehicle Mileage
533005	Banquet and Meeting Food & Bev
541030	Postage Stamps
542030	Copies/Duplicating
621100	Contract Services
621325	Other Operating Fees

Total for Fund 80330

Total for Ledger

Page No. 1
Run Date 11/12/2019
Run Time 14:20:42

Curr	Transaction Debit	Transaction Credit
USD	66,011.71	0.00
USD	0.00	0.00
USD	0.00	50,008.91
USD	0.00	109,075.00
USD	229.10	0.00
USD	72.50	0.00
USD	19.60	0.00
USD	7.00	0.00
USD	66,200.00	0.00
USD	26,544.00	0.00
	159,083.91	159,083.91
USD	159,083.91	159,083.91

Report ID: GLS7012
Bus. Unit: MASU1--Mayville State University
Ledger: ACTUALS -- Actuals Ledger
As of Year 2020 and Period 12
Base Currency: USD Date Code 0

November 12, 2019

Fund	Account	
80330	HOV-ITV	Cash - in BND
	105251	
	201001	Accounts/Vouchers Payable
	224027	Amounts Held for Others
	462110	Other Services
	541015	Postage or P.O. Box Rental
	623090	IT-Consultant/Development

Total for Fund 80330

CUR	Transaction Debit	Transaction Credit
USD	119,017.42	0.00
USD	0.00	0.00
USD	0.00	66,011.71
USD	0.00	54,000.00
USD	44.29	0.00
USD	950.00	0.00
	120,011.71	120,011.71

Total for Ledger

USD	120,011.71	120,011.71
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