

# Board of Directors Board Meeting Minutes



April 28, 2020

## BOARD MEETING\*

Ms. Sheri Benson, president, called the board meeting of the Heartland AEA Board of Directors to order at 5:03 p.m.

Board Members Present: Ms. Sheri Benson, Dr. Earl Bridgewater, Ms. Liz Brennan, Mr. Bruce Christensen, Mr. Pete Evans, Mr. John Kinley, and Ms. Margie Schwenk. *Absent:* Dr. Steve Rose.

Ms. Margaret Borgen joined at 5:05 p.m.

Administrative Staff Present: Dr. Jon Sheldahl, Mr. Kurt Subra and Ms. Jenny Ugolini.

## Approval of Agenda

A MOTION was made by Mr. Kinley and seconded by Mr. Christensen to approve the agenda. The motion passed unanimously.

## Public Forum and Correspondence

There was no one from the public to speak.

## Discussion Items

### Review of May 12 Board Agenda

Board members reviewed the May 12 board agenda. The agenda will include a closed session for Dr. Sheldahl's annual evaluation.

### June Board Retreat Planning

Board members discussed rescheduling the June 9 retreat due to the Covid-19 pandemic and social distancing restrictions. The retreat will be tentatively rescheduled for July 28 from Noon- 4:00 p.m. with the hopes of being able to meet face-to-face.

### Waiver Agreement with Ahlers and Cooney

Heartland AEA is currently working with Polk County Emergency Management (PCEM) on reunification support. The Agency asked Ahlers and Cooney to review the memorandum of agreement between the two organizations. Ahlers and Cooney also works with PCEM, and asked Heartland AEA to sign a conflict waiver so they can advise us on the agreement.

### Statement of Gratitude from Board

Board members will work on a message to Heartland AEA employees thanking them for their work during these unprecedented circumstances.

## Action Items

### Waiver Agreement with Ahlers and Cooney

A MOTION was made by Ms. Brennan and seconded by Mr. Evans to approve the conflict waiver from Ahlers and Cooney. The motion passed unanimously.

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## Chief Administrator Comments

- The Agency is working on a return-to-work plan for bringing staff back to work. It will involve adapting our physical buildings and procedural guidance for staff.
- Staff continue to work with districts on their return-to-learn plans that are due July 1.

## Board Comments

- Board members asked about the return-to-work plan and if preparations are being made for employees who may have underlying health conditions or child care challenges. These issues will be discussed as part of the planning process.

## Adjournment

A MOTION was made by Mr. Evans and seconded by Ms. Schwenk to adjourn the board meeting. The motion passed unanimously. The meeting adjourned at 5:39 p.m.

Reports and documents and the full text of motions, resolutions or policies considered by the Board at this meeting are on file in the Board Secretary's office, 515/270-9030 ext. 14441, Monday through Friday, 7:30 a.m. – 4:30 p.m.

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Ms. Sheri Benson  
Board President

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Ms. Jenny Ugolini  
Board Secretary

\*Iowa Code 21.8 - Due to the COVID-19 pandemic and current directives from the state and federal government restricting the size of public gatherings, the emergency meeting of the Heartland AEA Board will be held electronically. Heartland AEA facilities have been closed starting March 17-May 31 to mitigate the spread of the virus.

Iowa Code 21.4 (2a.) - Under Iowa Code 21.4 (2a) "good cause," it was impossible to post the agenda at our regional offices due to facility closures. The agenda was posted on the front doors of Heartland AEA's main office located at 6500 Corporate Drive, Johnston and on the Agency's website.