

# Board of Directors Meeting Agenda



**March 10, 2020**

**Location:**

Administration Center  
Board Room  
6445 Corporate Drive, Johnston

**Time:**

Board Meeting 3:30 p.m.  
Dinner Recess from 4:45 - 5:30 p.m. (Approx.)

**Participants**

Ms. Sheri Benson President	Mr. Bruce Christensen Board Member	Ms. Margie Schwenk Board Member	Dr. Jon Sheldahl Chief Administrator
Ms. Margaret Borgen Board Member	Mr. Pete Evans Board Member	Ms. Nia Chiamonte Dir. of Human Resources	Mr. Kurt Subra Chief Financial Officer
Ms. Liz Brennan Board Member	Mr. John Kinley Vice President	Mr. Kevin Fangman Chief Academic Officer	Ms. Jenny Ugolini Board Secretary
Dr. Earl Bridgewater Board Member	Dr. Steve Rose Board Member	Ms. Sheila King Chief Information Officer	Dr. Kristi Upah Chief Student Svcs. Officer

**President:** Sheri Benson

**Recorder:** Jenny Ugolini

**Work Session at 3:30 p.m.**

Time	Topic/Process	Presenter/ Staff Resource	Outcome
30 min.	Legislative Update	Tom Lane, Matt Eide, Kate Walton	Board members will be updated on the current legislative session.
30-45 min.	Child Find	Kristi Upah, Sara Mercer	Clarify the activities and processes that are involved in the Child Find process and how the AEA & District Staff work together in this process.

**Recess for Dinner 4:45 - 5:30 p.m.**

**1. Board Meeting at 5:30 p.m.**

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 min.	1.01 Roll Call	Sheri Benson	Roll call and approval of the agenda.
	1.02 Approval of Agenda	Sheri Benson	

	<b>1.03</b> Approval of minutes from February 11 and 25, 2020	Sheri Benson	Review and approval of minutes from February 11 and 25, 2020
	<b>1.04</b> Public Forum and Correspondence	Jon Sheldahl	Hear comments from members of the public.

## 2. Discussion Items

Time	Topic/Process	Presenter/ Staff Resource	Outcome
15 min.	<b>2.01</b> Board Policy Review – First Reading - Summary <ul style="list-style-type: none"> <li>• 400 Series</li> <li>• 500 Series</li> <li>• Misc. Policies, 204, 805 &amp; 816</li> <li>• Board Procedures Manual</li> </ul>	Sheri Benson, Margaret Borgen, Liz Brennan, Steve Rose	Board members will have a first reading of updated policies.
10-15 min.	<b>2.02</b> Adel Regional Office Pavement Resurfacing and Pavement Removal and Replacement Project	Kurt Subra	Board members will discuss the Adel Regional Office pavement resurfacing and replacement project. <ul style="list-style-type: none"> <li>• Estimate</li> <li>• Scope &amp; Timing</li> </ul>
15-20 min.	<b>2.03</b> Chief Administrator’s Report and Recent Activities <ul style="list-style-type: none"> <li>• Board Advisory Council</li> <li>• IAAEA State Updates</li> </ul>	Jon Sheldahl, et al	Board members will be updated on recent activities and upcoming events.

## 3. Action Items

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5-10 min.	<b>3.01</b> Negotiations	Nia Chiaramonte, Kurt Subra	Board members may approve the HEA and Teamsters contract.
	<b>3.02</b> Adel Regional Office Pavement Resurfacing and Pavement Removal and Replacement Project - Set the date of the public hearing	Kurt Subra	Board members may approve setting the public hearing date for April 14, 2020.

#### 4. Consent Agenda

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 min.	4.01 Personnel Report	Nia Chiaramonte	<b>Handout:</b> Personnel Report <b>Admin. Recommendation:</b> approval
	4.02 Bills	Pete Evans	<b>Handout:</b> Available at meeting <b>Admin. Recommendation:</b> approval
	4.03 Purchase Order Requests <ul style="list-style-type: none"> <li>• <i>Iowa Events Center - \$30,000.00</i></li> <li>• <i>Profound Knowledge - \$30,000.00</i></li> </ul>	Kevin Fangman, Jon Sheldahl	<b>Handout:</b> Purchase Requests <b>Admin. Recommendation:</b> approval
	4.04 121 Benefits Agreement <ul style="list-style-type: none"> <li>• Master Agreement for Administrative Services</li> <li>• Business Associate Agreement</li> <li>• Cafeteria Plan Services Agreement Addendum</li> <li>• Health Reimbursement Arrangement Addendum</li> </ul>	Kurt Subra	<b>Handout:</b> Agreements <b>Admin. Recommendation:</b> approval
	4.05 Madison National LTD Renewal Agreement	Kurt Subra	<b>Handout:</b> Agreement <b>Admin. Recommendation:</b> approval
	4.06 Newton Lease Agreement	Kurt Subra	<b>Handout:</b> Agreement <b>Admin. Recommendation:</b> approval
	4.07 Termination of Alliance Select Insurance Plan Due to Lack of Participation	Kurt Subra	<b>Handout:</b> Available at meeting <b>Admin. Recommendation:</b> approval

#### 5. Chief Administrator Comments

#### 6. Board Comments

#### 7. Adjournment

**Next Board meeting: April 14, 2020**

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