

Board of Directors Board Meeting Minutes



August 11, 2020
BOARD MEETING*

Mr. John Kinley, vice president, called the meeting of the Heartland AEA Board of Directors to order at 4:31 p.m.

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

Mr. Pete Evans and Ms. Margaret Borgen joined the meeting after roll call.

Administrative Staff Present: Ms. Nia Chiaramonte, Mr. Kevin Fangman, Ms. Juliette Houseman, Dr. Jon Sheldahl, Mr. Kurt Subra, Dr. Kristi Upah and Ms. Jenny Ugolini.

Approval of Agenda

A MOTION was made by Dr. Rose and seconded by Ms. Schwenk to approve the agenda. The motion passed unanimously.

Work Session

Equity & Social Justice

Ms. Carlene Lodermeier, Heartland AEA Regional Director serving the Des Moines Public Schools, and Ms. Gilmara Mitchell, a Heartland AEA Professional Learning & Leadership Consultant, were present to speak to the Board about diversity, equity and inclusion. They said equity should be the driver of school improvement, and a student's success should not be determined by their race, gender, ethnicity, culture, socio-economic status, language or disability. Board members discussed the Agency's history of engaging in this type of work and developing long-term goals and processes for implementing change. A three-year plan has been drafted that will be a road map to change behaviors. Board members asked for periodic updates on the work.

The Board recessed from 5:29-5:34 p.m.

Approval of Minutes from June 9, July 28 and August 4, 2020

A MOTION was made by Mr. Evans and seconded by Ms. Brennan to approve the minutes from June 9, July 28 and August 4. The motion passed unanimously.

Public Forum and Correspondence

There was no one from the public present to speak to the Board.

Discussion Items

Chief Administrator's Report and Recent Activities

- The Association of Educational Service Agencies' Summer Leadership Conference was held virtually in July. There were various sessions on equity, systems work and improvements and COVID-19 and how agencies from across the nation are dealing with the pandemic.
- New Staff Orientation was held last week, with over 45 new Heartland AEA employees in attendance. The orientation was held virtually due to COVID-19.
- Dr. Sheldahl, Heartland AEA Chief Administrator, shared that a planning committee was formed that will begin meeting monthly to plan activities for agency leaders around equity and social justice.
- Legislative Update and IAAEA Legislative Priorities – Board members reviewed the IAAEA legislative priorities. They were developed by the AEA chiefs and our lobbyists. The priorities will be used to help with lobbying efforts and are not considered a platform document.

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Review of Financial Results 2019-20

Mr. Subra, Heartland AEA Chief Financial Officer, reviewed the Agency's financial results from FY2019-20. Interest rates started plummeting in late February, creating a loss in interest income of about \$100,000 compared to last year. AEA Learning Online also experienced lower revenue due to changes in legislation and online learning options. There were less expenditures because of the pandemic, decreased mileage, supplies and addendum pay. The Agency remains in stable financial condition amidst the pandemic and ongoing funding reductions.

Wellness Program and Vendor Change Update

Mr. Subra shared that due to the bankruptcy of Interactive Health, the Agency did not receive final results of last year's wellness program and participation. The Agency will contract with a new wellness vendor, Navigate Wellbeing Solutions, starting this fall. Weekly meetings have been held to put together the new portal and program, which will launch around Sept. 1. Board members asked about mental health resources for employees during this stressful time.

Agency's Legal Name Entity

Mr. Subra discussed changing the Agency's legal name to Heartland Area Education Agency from Area Education Agency 11 to help clear up confusion with vendors and partners we work with on a contract basis. If approved, it would become effective immediately. Contracts will be updated during their renewal, and key vendors will be notified. Legal counsel advised the Agency on the name changing process.

Action Items

2020-21 Resolution of Depositories

A MOTION was made by Dr. Rose and seconded by Mr. Evans to approve the 2020-21 resolution of depositories. Ms. Brennan abstained from the vote due to a conflict of interest. Motion passed unanimously.

Agency's Legal Name Entity

A MOTION was made by Ms. Schwenk and seconded by Ms. Borgen to approve the resolution to change the Agency's legal name to Heartland Area Education Agency. Motion passed unanimously. The change becomes effective immediately.

IAAEA 2020-21 Legislative Priorities

A MOTION was made by Mr. Evans and seconded by Dr. Rose to approve the IAAEA 2020-21 legislative priorities. Motion passed unanimously.

Wellness Budget for 2020-21

A MOTION was made by Mr. Evans and seconded by Ms. Schwenk to approve the Wellness budget for 2020-21. Motion passed unanimously.

Personnel Report and Addendum

The administration's recommendation to the Board is to approve the leave of absence (LOA) requests for those related to COVID-19 and to not approve the request that is not related to COVID-19.

A MOTION was made by Mr. Evans and seconded by Dr. Bridgewater to approve the personnel report and addendum (which include the above recommendations) as amended with the correction to the leave of absence ending dates. Motion passed unanimously. (All approved leave of absence dates on the personnel report and addendum should end on June 30, 2021, not 2020.)

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Consent Agenda

Ms. Schwenk reviewed the financial statements and indicated everything was in order. She noted it's amazing that the Agency's financials are running similar to last year at the same time. A MOTION was made by Dr. Rose and seconded by Ms. Schwenk to approve the consent agenda including payment of warrant numbers 410800 through 411475 and electronic warrant numbers 30524 through 30937. Motion passed unanimously.

- Purchase Orders:
 1. *Data Analysis & Results, Inc.* - \$42,000.00
 2. *Perspective Consulting-* \$36,000.00
 3. *Coughlan Companies, L.L.C.* - \$176,571.85
 4. *LightEdge Solutions, Inc.* - \$47,712.50
 5. *ACT, inc. (netTrekker)* - \$141,274.54
 6. *Mackin Educational* - \$355,134.14
 7. *Membean* - \$21,696.00
 8. *Mystery Science* - \$53,393.00
 9. *Veritiv Operating Co.* - \$30,965.00
 10. *EBSCO* - \$129,729.00
 11. *Sue Daker Consult* - \$64,000.00
 12. *4D, Inc.* - \$25,000.00
- Navigate Wellbeing Contract & Data Disclosure Agreement
- VOYA Clarifying Request for Amendment

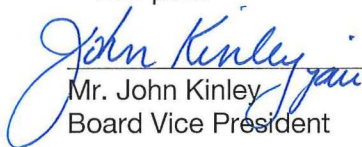
Board Comments

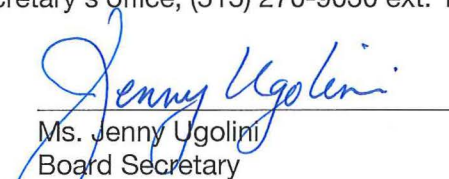
- Dr. Rose commended the Board on the work they've done in the last month, which is typically a time when the Board is "off."

Adjournment

A MOTION was made by Dr. Rose and seconded by Mr. Evans to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 6:31 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.


Mr. John Kinley
Board Vice President


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-until further notice 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.