

# Board of Directors Board Meeting Minutes



## Nov. 10, 2020 BOARD MEETING\*

Ms. Sheri Benson, president, called the meeting of the Heartland AEA Board of Directors to order at 5:01 p.m.

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

Ms. Margaret Borgen, Mr. Pete Evans and Dr. Steve Rose joined the meeting immediately following roll call.

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

### Approval of Agenda

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

### Work Session

#### Audit Results

Ms. Mia Frommelt, Partner at Bohnsack & Frommelt, L.L.P., shared the results of the Agency's audit for fiscal year ending June 30, 2020. There were no findings over the internal controls or major programs. She gave kudos to the Agency for retaining its internal controls, i.e., fiscal checks and balances, while the office was closed due to the pandemic. The internal controls operated as they should have, and she commended staff for ensuring things were done properly regardless of the circumstances.

### Board Learning Resources

Dr. Sheldahl, Heartland AEA Chief Administrator, discussed equity and social justice learning resources. The resources are being used by the Agency's leadership team as part of this year's professional development. He met with a consultant from the New York City Leadership Academy (NYCLA), and they will be submitting a proposal to work with the Agency's leadership team on equity and social justice. They will provide guidance on scaling the training out to all staff and developing actions and goals.

**The Board recessed from 5:23 – 5:30 p.m.**

### Board Meeting

#### Approval of Minutes from Oct. 13 and 27, 2020

A MOTION was made by Dr. Rose and seconded by Mr. Evans to approve the minutes from Oct. 13 and 27, 2020. The motion passed unanimously.

### Public Forum and Correspondence

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

### Discussion Items

#### Chief Administrator's Reports and Recent Activities

- **Recalibration of AEA Funding Letter of Support** – Board members reviewed a letter that will be sent to Iowa Sen. Amy Sinclair and Iowa Rep. Cecil Dolecheck asking them to support new legislation to recalibrate the AEA funding formula. AEAs are asking for a five-year plan that will bring everyone to the same funding formula and hold them harmless financially during the transition.
- **Board Advisory Council Meeting Debrief** – The Advisory Council met in late October. They discussed current challenges and pain points. Five main themes were shared: 1) student learning loss (due to the pandemic), 2) adult mental health, 3) English language learning, 4) behavior supports for students with challenging behaviors and 5) improved marketing and promotion of agency services and resources.
- **COVID-19 Update** – The Agency continues to watch districts transition their service delivery model from hybrid to virtual as cases continue to rise across the state. Dr. Sheldahl shared that he's notified superintendents that

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the Agency will be hyper vigilant to make sure staff are in safe work environments as much as possible. He is paying close attention to the well-being of staff and the case counts in our districts and counties. Board members are supportive of the Agency's mitigation efforts. They asked questions about recovery services for students, and the topic will be brought back as a future work session.

## **Annual Settlement of Accounts**

Mr. Subra, Heartland AEA Chief Financial Officer, shared the Supplemental Annual Financial Information & CAR report for 2019-20. This is a requirement of Iowa Code Chapter 279.33.

## **Iowa Association of School Boards (IASB) Amendments**

Mr. Kinley will attend the IASB Delegate Assembly next week as part of the IASB Annual Convention. If any board member has an issue with the proposed amendments, please contact him.

## **Action Items**

### **Recalibration of AEA Funding – Letters of Support**

A MOTION was made by Ms. Borgen and seconded by Mr. Kinley to approve the recalibration of AEA funding letters of support to Sen. Sinclair and Rep. Dolecheck. The motion passed unanimously.

## **Consent Agenda**

Ms. Benson reviewed the financial statements and indicated everything was in order. All the financial information is transparent and in order. A MOTION was made by Ms. Brennan and seconded by Dr. Rose to approve the consent agenda including payment of warrant numbers 411898 through 412142 and electronic warrant numbers 31318 through 31688. Motion passed unanimously.

- Personnel Report
- Purchase Orders:
  - Paul H. Brookes Publishing - \$22,041.00
  - Defined Learning, L.L.C. - \$50,386.86

## **Chief Administrator Comments**

- Dr. Sheldahl will keep the board updated on staff COVID-19 positivity numbers and if any mitigation efforts need to be changed.

## **Board Comments**

- Board members thanked Dr. Sheldahl for supporting staff and the Agency's flexibility to keep them safe.
- Dr. Rose asked about a future work session on formal instruction for parents with children learning at home.

## **Adjournment**

A MOTION was made by Mr. Evans and seconded by Dr. Rose to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 6:26 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.

A handwritten signature in black ink that reads "Sheri Benson".

Ms. Sheri Benson  
Board President

A handwritten signature in purple ink that reads "Jenny Ugolini".

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.

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

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