

# Board of Directors Board Meeting Minutes



**May 11, 2021**

## **BOARD MEETING\***

Ms. Sheri Benson, president, called the meeting of the Heartland AEA Board of Directors to order at 4:32 p.m.

*Board Members Present:* Ms. Sheri Benson, Ms. Margaret Borgen, Ms. Liz Brennan, Mr. Bruce Christensen, Mr. Pete Evans, Mr. John Kinley and Dr. Steve Rose. Dr. Earl Bridgewater joined the meeting immediately following roll call.

*Absent:* Ms. Margie Schwenk.

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

## **Approval of Agenda**

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

## **Work Session**

### **Iowa e-Learning Central**

Mr. Kevin Fangman, Heartland AEA Chief Academic Officer, shared information about Iowa e-Learning Central (ILC), an online exchange for Iowa educators, students and families that houses high-quality courses and units, supports content creation and collaboration and expands statewide access to standards-aligned courses and units across all grade levels. For 2021-22, ILC will focus on core subjects for grades 9-12, with additional content released for PK-12 grades throughout the year. ILC does not allow students to log-in and take a course; the site is an online exchange of content and collaboration.

### **Reunification Training**

Dr. Jon Sheldahl, Heartland AEA Chief Administrator, shared information about the Agency's reunification planning and training with Polk and Jasper Counties' Emergency Management Departments. Reunification planning helps reunite parents with students after a significant crisis has happened at a school, whether that be severe weather or a mass shooting event. Heartland AEA has 60 volunteer staff available in case of such an event. Board members reviewed the reunification training video that was created by Heartland AEA. The training video, forms and workbook will be shared with other AEAs. Board members gave kudos to the reunification team as this is an important piece of work and would make a good feature story to create awareness.

**The Board recessed from 5:28 – 5:40 p.m.**

## **Board Meeting**

### **Approval of Minutes from April 13 and 27, 2021**

A MOTION was made by Mr. Kinley and seconded by Dr. Bridgewater to approve the minutes from April 13 and 27, 2021. The motion passed unanimously.

## **Public Forum and Correspondence**

- Dr. Sheldahl recognized Heartland AEA board members for their service. May is School Board Recognition Month. He thanked them for their volunteer service to the Agency.
- Heartland AEA received a certificate of appreciation from the Ankeny CSD Orbis Program Director Jill Urich.

## **Discussion Items**

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

- **COVID-19 Update** – Approximately 591 employees have responded to the vaccination survey. Of the respondents, 569 have been fully vaccinated. The Agency continues to monitor county positivity rates and the CDC for changes in guidance. A lot of staff who went to remote work status during the pandemic wish to
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continue. It would have a big impact on support staff who have gotten used to doing their work outside of the office. Those types of questions continue to be discussed and evaluated. Any post-pandemic policy changes or recommendations will be brought forward.

- **Legislative Update** – Dr. Sheldahl provided a legislative update on current bills still in session.
  - HF 532 Qualified Instructional Support – This bill would appropriate \$27.2 million qualified instructional supplement and PK growth funding.
  - HF 868 Education Appropriations – This bill would rewrite the accreditation process and other accountability actions. It allows the Iowa Dept. of Education to intervene in how schools are accredited.
  - HF 228 Diversity Plans/Open Enrollment – The Governor has signed this bill.
  - HF 813 Charter Schools – This bill has passed.
  - HF 802 Diversity Training and Curriculum – The bill has been amended and continues to be monitored.

## Wellmark Blue Cross and Blue Shield Renewal

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, shared that the Wellmark Blue Cross and Blue Shield agreements were part of the Agency's normal renewal documents. The documents bring the plan forward for one more year.

## Action Items

### Wellmark Blue Cross and Blue Shield Renewal

A MOTION was made by Dr. Bridgewater and seconded by Mr. Christensen to approve the Wellmark Blue Cross and Blue Shield Renewal documents. Motion passed unanimously.

## Consent Agenda

Dr. Rose reviewed the financial statements and there was nothing unusual. He observed that interest rates are horribly low compared to a few years ago. A MOTION was made by Mr. Evans and seconded by Dr. Bridgewater to approve the consent agenda including payment of warrant numbers 413061 through 413304, and electronic warrant numbers 33263 through 33611. Motion passed unanimously.

- Personnel Report
- Purchase Orders:
  - Drake University - \$36,000.00
  - Grand View University - \$36,000.00
  - Morningside College - \$36,000.00
  - Grand View University - \$36,000.00 (AEA Learning Online)
  - Drake University - \$72,000.00 (AEA Learning Online)
  - Morningside College - \$162,000.00 (AEA Learning Online)
  - Keystone AEA (Wicklund) - \$90,889.70
  - Bohnsack & Frommelt, L.L.P. - \$27,750.00
  - Baker Group - \$41,962.00
  - Midwest Special Instruments - \$26,050.00
- Transportation Agreement Changes for 2021-22
- Special Education Service Agreement between the Iowa Dept. of Corrections, Newton Correctional Facility, Iowa Correctional Institution for Women and Heartland AEA, July 1, 2021 through June 30, 2022

## Chief Administrator Comments

- Dr. Sheldahl noted that the Agency is beginning to embark on the 360° evaluation process. Board members may receive a link to provide anonymous feedback as part of his evaluation.

## Closed Session - Chief Administrator Evaluation

A MOTION was made by Mr. Evans and seconded by Ms. Brennan to enter into closed session as provided in \*Chapter 21.5(1)(i) of the Iowa Code to conduct an evaluation of the Chief Administrator. Motion carried unanimously.



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A roll call vote was taken. The Board of Directors entered into closed session at 6:24 p.m.

## Roll Call

- |                         |     |                      |        |
|-------------------------|-----|----------------------|--------|
| • Ms. Sheri Benson      | Aye | • Mr. Pete Evans     | Aye    |
| • Ms. Margaret Borgen   | Aye | • Mr. John Kinley    | Aye    |
| • Ms. Liz Brennan       | Aye | • Dr. Steve Rose     | Aye    |
| • Dr. Earl Bridgewater  | Aye | • Ms. Margie Schwenk | Absent |
| • Mr. Bruce Christensen | Aye |                      |        |

A MOTION was made by Mr. Kinley and seconded by Mr. Evans to leave the closed session. Motion passed unanimously. The Board returned to open session at 7:31 p.m.

## Action Item

### Chief Administrator Contract Recommendation for 2021-22

A MOTION was made by Mr. Brennan and seconded by Ms. Borgen to offer Dr. Sheldahl a three-year rolling contract and a total package increase of \$4,700 which can be used either in salary or annuity. The motion passed unanimously.

## Adjournment

A MOTION was made by Mr. Evans and seconded by Dr. Bridgewater to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 7:34 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 cursive script, reading "Sheri Benson", written over a horizontal line.

Ms. Sheri Benson  
Board President

A handwritten signature in cursive script, reading "Jenny Ugolini", written over a horizontal line.

Ms. Jenny Ugolini  
Board Secretary

\*Iowa Code 21.8 - Pursuant to Governor Reynolds' proclamation of public health emergency currently in effect, an electronic meeting will be held because it is impossible or impractical to host the meeting and hearing in person due to concerns for the health and safety of the school community and public due to COVID-19.