

Board of Directors Meeting Agenda



January 11, 2022

Location:

Johnston Regional Education Center
6500 Corporate Drive, Johnston
Room 107A

Phone:

Dial: 1-669-900-6833
Meeting ID: 946 8743 7709 followed by #
Skip putting in participant ID - just stay on the line

Zoom Link:

<https://heartlandaea.zoom.us/j/94687437709>

Time:

4:00 p.m.

Participants

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

President: Pete Evans **Recorder:** Jenny Ugolini

Board Work Session at 4:00

Time	Topic/Process	Presenter	Outcome
5 min.	1.01 Roll Call	Pete Evans	Roll call and approval of the agenda.
	1.02 Approval of Agenda	Pete Evans	
	1.03 Welcome and Introductions of New Board Member, Mr. Alex Piedras	Jon Sheldahl	Welcome and Introductions
30 min.	1.04 Legislative Update	Kate Walton, Matt Eide	Board members will be updated on the upcoming legislative session.
30 min.	1.05 Heartland Supports for English Learners	Kevin Fangman, Wendy Robinson, Cindra Porter, Janet Hiatt	Board members will be informed about services provided to schools to support English learners and their families.

Dinner Break

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Board Meeting at approx. 5:30 p.m.

Time	Topic/Process	Presenter	Outcome
5 min.	1.06 Approval of minutes from Dec. 14, 2021 and Jan. 7, 2022	Pete Evans	Review and approval of minutes from Dec. 12, 2021 and Jan. 7, 2022
	1.07 Public Forum and Correspondence	Jon Sheldahl	Hear comments from members of the public.

2. Discussion Items

Time	Topic/Process	Presenter	Outcome
15-20 min.	2.01 Chief Administrator Professional Development Goals <ul style="list-style-type: none"> Equity Update 	Jon Sheldahl, et al	Board members will hold their quarterly review of the chief administrator's professional development goals.
20 min.	2.02 FY2023 Budget Conversation	Kurt Subra	Board members will discuss the FY 2022-23 budget.
20 min.	2.03 Architect Contract	Kurt Subra, Jon Sheldahl	Board members will discuss a contract for master planning and initial schematic design services for the Johnston campus.
10 min.	2.04 Ankeny Office Space <ul style="list-style-type: none"> Letter of Intent Lease Agreement 	Kurt Subra, et al	Board members will discuss a letter of intent to lease office space in Ankeny, and board members will be informed of the next steps, to include a lease agreement.
10 min.	2.05 Berkshire Company Consulting Contract	Sheila King, Kurt Subra	Board members will discuss a consulting contract to analyze our print services operation.
5-10 min.	2.06 Transportation Appeal Iowa Code 285.12 <ul style="list-style-type: none"> Appeal Steps 	Jon Sheldahl	Board members will be reminded of the Iowa Code 285.12 transportation appeal process.

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3. Action Items

Time	Topic/Process	Presenter	Outcome
5 min.	3.01 Architect Contract	Kurt Subra	Board members may approve the contract for architect services.
	3.02 Ankeny Office Space Letter of Intent & Lease Agreement	Kurt Subra	Board members may approve the letter of intent and authorize administration to work with legal counsel to finalize a lease agreement
	3.03 Berkshire Company Consulting Contract	Sheila King, Kurt Subra	Board members may approve the Berkshire Company consulting contract.

4. Consent Agenda

Time	Topic/Process	Presenter	Outcome
5 min.	4.01 Personnel Report	Nia Chiaramonte	Handout: Personnel Report Admin. Recommendation: approval
	4.02 Bills	Pete Evans	Handout: Available at meeting Admin. Recommendation: approval
	4.03 Purchase Requests 1. <i>All Makes</i> - \$39,845.84 2. <i>Berkshire Company Consulting</i> - \$21,900.00 3. <i>WalkMe, Inc.</i> - \$44,000.00	Kurt Subra, et al	Handout: Purchase Requests Admin. Recommendation: approval
	4.04 BRI (formerly 121 Benefits) Contract Documents 1. <i>Master Service Agreement</i> 2. <i>FSA Addendum</i> 3. <i>HRA Addendum</i> 4. <i>COBRA Administration Addendum</i> 5. <i>Business Associate Agreement</i>	Kurt Subra	Handout: Agreements Admin. Recommendation: approval

5. Chief Administrator Comments

6. Board Comments

7. Adjournment and Move to Exempt Session

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Exempt Session

Time	Topic/Process	Presenter	Outcome
20 min.	<p>Exempt Session – Negotiations - Section 20.17(3) of the Code of Iowa</p> <p>Negotiating sessions, strategy meetings of public employers or employee organizations, mediation and the deliberative process of arbitrators shall be exempt from the provisions of Chapter 21 (open meetings law).</p>	Kurt Subra, Nia Chiaramonte,	<p>Board members will discuss the 2022-23 negotiation session.</p> <p>Recommended language for an exempt session: <i>I move that we hold an exempt session as provided in Section 20.17(3) of the Code of Iowa to discuss the 2022-23 negotiation session.</i></p>

FYI - Upcoming events

Next Board Meeting: February 8, 2022

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