

Board of Directors Board Meeting Minutes



Jan. 11, 2022

BOARD MEETING

Mr. Pete Evans, president, called the meeting of the Heartland AEA Board of Directors to order at 4:00 p.m.

Board Members Present: Ms. Sheri Benson, Ms. Liz Brennan, Mr. Pete Evans, Mr. John Kinley, Ms. Tiara Mays, Mr. Alex Piedras, Dr. Steve Rose and Ms. Margie Schwenk. Ms. Margaret Borgen joined at 4:07 p.m.

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. Kinley and seconded by Ms. Benson to approve the agenda. The motion passed unanimously.

Welcome and Introductions of New Board Member

Board members welcomed newly-elected board member, Mr. Alex Piedras.

Board Work Session

Legislative Update

Ms. Kate Walton, AEA Legislative Lobbyist, was present to provide an update on this year's Iowa legislative session.

- State Supplemental Aid (SSA) could be established within the first 30 days.
- Expect a lot of discussion on books, curriculum and parental influence.
- Anticipate funding for AEA mental health services and supports to be included in this year's budget.
- Vouchers and Educational Savings Accounts (ESAs) will be a main focus this session.
- The Senate could move the AEA Equity bill forward this year, since it already passed the subcommittee in 2021.

Title III Funding/Supporting English Learners

Ms. Wendy Robinson, Heartland AEA Director of Instructional Services, and Ms. Janet Eichenberger Hiatt and Ms. Cindra Porter, Heartland AEA ESL/Diversity Consultants, discussed support for English learners. Heartland AEA is a subgrantee that uses federal funds to help ensure English learners attain English proficiency to achieve in core academic subjects that all students are expected to meet. They shared district challenges in supporting English learners and the types of support that are available.

The Board recessed from 5:16 - 5:45 p.m.

Board Meeting

Approval of Minutes from Dec. 14, 2021 and Jan. 7, 2022

A MOTION was made by Ms. Benson and seconded by Ms. Schwenk to approve the minutes from Dec. 14, 2021 and Jan. 7, 2022. The motion passed unanimously.

Public Forum and Correspondence

There was no one from the public present to speak during the forum.

Discussion Items

Chief Administrator Professional Development Goals

Dr. Jon Sheldahl, Heartland AEA Chief Administrator, provided a quarterly update on the progress of his professional development goals. The goals focus on educational equity, strategic planning and creating a safe, healthy and caring work environment by reallocating space and physical resources.

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FY2023 Budget Conversation

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, reviewed the FY2023 budget. He shared various scenarios depending on the amount of supplemental state aid (SSA) that is allocated and the impact on the Agency's budget. He reviewed staffing numbers and indicated the budget for next fiscal year includes 16 additional Certified staff and two additional Classified employees.

Architect Contract

Mr. Subra discussed the contract with Slingshot Architecture. The contract language is still being finalized with legal counsel and includes \$72,300 for master planning and schematic design work for the Johnston campus. The Agency has used Slingshot Architecture before, and they know our campus and buildings.

Ankeny Office Space

Mr. Subra shared that due to growth and expansion of the Ankeny CSD, the Agency has struggled to find a consistent space for staff to work and provide services to children. Various locations have been used over the years. He has been working with a commercial realtor to find a space in Ankeny that has the ability for our staff to serve students. The location that has been identified will provide a sense of permanence for staff that is also convenient to parents and families within the community.

Berkshire Print Shop Contract

The contract with Berkshire is for an independent consultant to look at the Heartland AEA and the Des Moines Public Schools' print shop operations. For the past several years, the Agency and Des Moines Schools have explored ways to operate their print service operations in an efficient manner. The review by Berkshire will provide an independent view and identify additional efficiencies.

Transportation Appeal Process

Dr. Sheldahl shared the process for transportation appeals. Districts are changing bus routes, times and locations due to the current bus driver shortage. There is a process in place for parents to appeal beyond the school district.

Action Items

Architect Contract

A MOTION was made by Mr. Kinley and seconded by Ms. Schwenk to approve the Agency moving forward in finalizing the Slingshot Architecture contract, as approved by legal counsel. The motion passed unanimously.

Ankeny Lease Agreement

A MOTION was made by Dr. Rose and seconded by Ms. Mays to approve the letter of intent and authorize administration to work with legal counsel to finalize a lease agreement. The motion passed unanimously.

Berkshire Print Shop Contract

A MOTION was made by Dr. Rose and seconded by Ms. Benson to approve the Berkshire contract. The motion passed unanimously.

Consent Agenda

Mr. Evans reviewed the financial statements and indicated that the statements look good and are in order. A MOTION was made by Mr. Kinley and seconded by Ms. Schwenk to approve the consent agenda including payment of warrant numbers 415071 through 415250 and electronic warrant numbers 36158 through 36627. The motion passed unanimously.

- Personnel Report and Addendum included a request for a staff member to be released from their contract. Administration recommended release.
- Purchase Orders:
 - All Makes - \$39,845.84
 - Berkshire Company Consulting - \$21,900.00
 - WalkMe, Inc. - \$44,000.00

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- *BRI Master Service Agreement (formerly 121 Benefits) - Tabled until the February board meeting*
 - *Master Service Agreement*
 - *FSA Addendum*
 - *HRA Addendum*
 - *COBRA Administration Addendum*
 - *Business Associate Agreement*

Chief Administrator Comments

- Board members were reminded that Feb. 1 is the IASB Day on the Hill. Contact Ms. Ugolini if you'd like to be registered to attend.

Board Comments

- Ms. Schwenk shared that DMACC will be opening a location in Templeton, Iowa, that will serve local school districts and focus on trades training for students.

Adjournment

A MOTION was made by Dr. Rose and seconded by Mr. Kinley to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 7:16 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) 473-6644, Monday through Friday, 7:30 a.m. – 4:30 p.m.

A handwritten signature in black ink, appearing to read "Pete Evans", written over a horizontal line.

Mr. Pete Evans
Board President

A handwritten signature in black ink, appearing to read "Jenny Ugolini", written over a horizontal line.

Ms. Jenny Ugolini
Board Secretary

EXEMPT SESSION

A MOTION was made by Mr. Kinley and seconded by Ms. Schwenk to enter into an Exempt Session to discuss the 2022-23 negotiation session. Roll call was taken.

Ms. Sheri Benson	Aye
Ms. Margaret Borgen	Aye
Ms. Liz Brennan	Absent
Mr. Pete Evans	Aye
Mr. John Kinley	Aye
Ms. Tiara Mays	Aye
Mr. Alex Pieadras	Aye
Dr. Steve Rose	Aye
Ms. Margie Schwenk	Aye

The Board of Directors entered into exempt session at 7:17 p.m. The Board left the exempt session at 7:44 p.m.