

# Board of Directors Meeting Agenda



June 14, 2022

**Location:**

Johnston Regional Education Center  
6445 Corporate Drive, Johnston  
Board Room

**Time:** 4:00 p.m.

**Phone:**

Dial: 1-669-900-6833  
Meeting ID: 966 6197 0324 followed by #  
Skip putting in participant ID - just stay on the line

**Zoom Link:**

<https://heartlandaea.zoom.us/j/96661970324>

**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.	<b>1.01</b> Roll Call	Pete Evans	Roll call and approval of the agenda.
	<b>1.02</b> Approval of Agenda	Pete Evans	
60 min.	<b>1.03</b> Computer Science at Heartland AEA • Slide Deck Presentation	Marisa Dahl & Amy Wichman	Board members will learn about the Iowa computer science standards.

**Dinner Break**

# Board of Directors Meeting Agenda



## Board Meeting, Approx. 5:30 p.m.

Time	Topic/Process	Presenter	Outcome
5 min.	<b>1.04</b> Approval of minutes from May 10, 26 and 31, 2022	Pete Evans	Review and approval of minutes from May 10, 26 and 31, 2022
	<b>1.05</b> Public Forum and Correspondence	Jon Sheldahl	Hear comments from members of the public and share Board correspondence.

## 2. Discussion Items

Time	Topic/Process	Presenter	Outcome
15 min.	<b>2.01</b> Chief Administrators Report and Recent Activities <ul style="list-style-type: none"> <li>• Legislative Update</li> <li>• AEA Chiefs Retreat Update</li> </ul>	Jon Sheldahl	Board members will be updated on recent activities and events.
15 min.	<b>2.02</b> Johnston REC Remodel and Commitment of Fund Balance	Jon Sheldahl, Kurt Subra, David Voss, Dustin Gean	Board members will be informed about the recommended project scope and corresponding commitment of fund balance.
2-5 min.	<b>2.03</b> Special Pay Plan (SPP)	Kurt Subra	Board members will review the final special pay plan document.
5-7 min.	<b>2.04</b> Staff Handbook Edits - <i>Section 7.6 Vacation</i>	Kurt Subra, Nia Chiaramonte	Board members will review edits to Section 7.6 of the Staff Handbook.
5-10 min.	<b>2.05</b> IASB Legislative Platform, Resolutions and Priorities - <ul style="list-style-type: none"> <li>• Board Member Choices</li> </ul>	Pete Evans, et al	Board members will review the IASB Legislative Platform, Resolutions and Priorities for 2022. (The deadline to submit priorities is Aug. 12.)
10 min.	<b>2.06</b> August 9 Draft Retreat Agenda	Jon Sheldahl	Board members will review the draft agenda for Aug. 9.

# Board of Directors

## Meeting Agenda



### 3. Action Items

Time	Topic/Process	Presenter	Outcome
5-10 min.	<b>3.01</b> Johnston REC Remodel <ul style="list-style-type: none"> <li>• Commitment of Fund Balance</li> </ul>	Kurt Subra	Board members may approve the additional commitment of fund balance.
	<b>3.02</b> Special Pay Plan (SPP)	Kurt Subra	Board members may approve the Special Pay Plan.
	<b>3.03</b> Staff Handbook Edits - <i>Section 7.6 Vacation</i>	Kurt Subra	Board members may approve the Staff Handbook Edits to Section 7.6 - Special Pay Plan.

### 4. Consent Agenda

Time	Topic/Process	Presenter	Outcome
5 min.	<b>4.01</b> Personnel Report	Nia Chiaramonte	<b>Handout:</b> Personnel Report <b>Admin. Recommendation:</b> approval
	<b>4.02</b> Bills	Alex Piedras	<b>Handout:</b> Available at meeting <b>Admin. Recommendation:</b> approval
	<b>4.03</b> Purchase Requests 1. <i>Apple Computer Inc.</i> - \$38,975.00 2. <i>LightEdge Solutions, L.L.C.</i> - \$24,000.00 3. <i>Midwest Special Instruments</i> - \$23,215.00 4. <i>Journey Ed.Com</i> -\$20,717.16 5. <i>Marco Technologies, L.L.C.</i> - \$46,458.72 6. <i>BootUp PD Inc.</i> -\$87,600.00 7. <i>Defined Learning</i> -\$50,386.86 8. <i>EBSCO Industries, Inc.</i> - \$145,290.00 9. <i>Drake University</i> -\$63,000.00 10. <i>BootUp</i> -\$27,000.00 11. <i>Iowa Assoc. of AEAs</i> - \$942,080.55	Kurt Subra, Sheila King, et al	<b>Handout:</b> Purchase Requests <b>Admin. Recommendation:</b> approval
	<b>4.04</b> Transportation Agreements <ul style="list-style-type: none"> <li>• Coon Rapids-Bayard CSD</li> <li>• Guthrie Center CSD</li> </ul>	Jenny Ugolini	<b>Handout:</b> Trans. Agreements <b>Admin. Recommendation:</b> approval

# Board of Directors

## Meeting Agenda



	<b>4.05</b> Shelter Care Memorandums of Understanding (MOU) and Facility Agreements with Heartland AEA 1. Polk County Facility 2. Polk County MOU	Kurt Subra	<b>Handout:</b> Renewal Agreements <b>Admin. Recommendation:</b> approval
	<b>4.06</b> Lease Renewal Agreements for Classroom and Administration Space at Ellipsis	Kurt Subra	<b>Handout:</b> Lease Renewal Agreements <b>Admin. Recommendation:</b> approval

### 5. Chief Administrator Comments

### 6. Board Comments

### 7. Adjournment

### [FYI - Upcoming events](#)

**Next Board Meeting:** August 9, 2022

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