



**Joint Des Moines Area Community College and Heartland  
AEA Board of Directors' Meeting  
Tuesday, September 13, 2022**

**Time:** 3:00 – 4:00 p.m.

**Zoom Link:**

<https://DMACC.zoom.us/j/5159657067>

**Location:**

Heartland AEA  
6500 Corporate Drive, Johnston  
Conference Rooms 107A/B

**Phone:**

Dial 1-312-626-6799  
Meeting ID: 515 965 7067

**AGENDA**

- |      |  |            |
|------|--|------------|
| I.   | Introductions and Roll Call  | 5 min.     |
|      | <ul style="list-style-type: none"><li>● Pete Evans President, Heartland AEA</li><li>● Joe Pugel, Chair, DMACC</li></ul>                                  |            |
| II.  | Approval of Agenda   |            |
| III. | DMACC Updates  | 20-25 min. |
|      | <ul style="list-style-type: none"><li>● Rob Denson, President, DMACC</li></ul>   |            |
| IV.  | Heartland AEA - Update on Statewide Future Ready   | 20-25 min. |
|      | <ul style="list-style-type: none"><li>● TJ Jumper, Regional Director</li><li>● Susen Schirmer, Professional Learning and Leadership Consultant</li></ul> |            |
| V.   | Adjourn  | 5 min.     |

# Board of Directors

## Meeting Agenda

September 13, 2022



### Joint Board Meeting with DMACC

**Location:**

Heartland AEA  
6500 Corporate Drive, Johnston  
Rooms 107A/B

**Time:** 3:00 - 4:00 p.m.

**Zoom Link for Joint Mtg. Only**

<https://DMACC.zoom.us/j/5159657067>

### Heartland Regular Board Meeting

**Location:**

Heartland AEA  
6445 Corporate Drive, Johnston  
Boardroom

**Time:** 4:15 p.m.

**Zoom Link for Heartland Meeting at 4:15 p.m.**

<https://heartlandaea.zoom.us/j/95394615350>

### 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

### Joint Board Meeting with DMACC from 3:00 - 4:00 p.m.

Time	Topic/Process	Presenter	Outcome
2 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	
55 min.	<b>1.03</b> Heartland AEA and Des Moines Area Community College Joint Board Meeting	Pete Evans, Joe Pugel	The joint Boards' will meet for their annual meeting.

### Adjourn Joint Board Meeting

# Board of Directors Meeting Agenda



## Heartland Board Meeting at 4:15 p.m.

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	Review and approval of minutes from June 8, 2021
	<b>1.03</b> Approval of minutes from August 9, 15, and 24, 2022.	Pete Evans	Review and approval of minutes from August 10, 15, and 24, 2021
5 min.	<b>1.04</b> Public Forum and Correspondence	Jon Sheldahl	Hear comments from members of the public.

## 2. Discussion Items

Time	Topic/Process	Presenter	Outcome
10-15 min. min.	<b>2.01</b> Chief Administrator's Report and Recent Activities <ul style="list-style-type: none"> <li>• Dept. of Ed. Accreditation Visit Update</li> </ul>	Jon Sheldahl, et al	Board members will be updated on recent activities and upcoming events.
15 min.	<b>2.02</b> Chief Administrator's Professional Development Goals Update	Jon Sheldahl	Board members will review the chief administrator's professional development goals.
5-10 min.	<b>2.03</b> Board Policy 816 – Disposal of Surplus Equipment and Furniture	Kurt Subra	Board members will have a first reading of updated board policy 816.
5-10 min.	<b>2.04</b> New Staff Numbers	Jon Sheldahl	Board members will be provided with a staffing update for 2022-23.
5-7 min.	<b>2.05</b> Stipend for Early Notification 2022-23	Kurt Subra	Board members will discuss offering the early notification stipend in 2022-23
5 min.	<b>2.06</b> Board Holiday Dinner	Pete Evans, et al	Board members will discuss if and when they may hold a holiday dinner.

# Board of Directors Meeting Agenda



### 3. Action Item(s)

Time	Topic/Process	Presenter	Outcome
5 min.	<b>3.01</b> Board Policy 816	Kurt Subra	Board members may approve changes to Board Policy 816.
	<b>3.02</b> Stipend for Early Notification 2022-23	Kurt Subra	Board members may approve the early notification stipend in 2022-23

### 4. Consent Agenda

Time	Topic/Process	Presenter	Outcome
5 min.	<b>4.01</b> Personnel Report	Jon Sheldahl	<b>Handout:</b> Personnel Report <b>Admin. Recommendation:</b> approval
	<b>4.02</b> Bills	Sheri Benson	<b>Handout:</b> Available at meeting <b>Admin. Recommendation:</b> approval
	<b>4.03</b> Purchase Requests <ul style="list-style-type: none"> <li>• <i>Learning Ally Inc.</i> - \$373,885.51</li> <li>• <i>Des Moines Independent CSD</i> - \$37,830.74</li> <li>• <i>Morningside University</i> - \$54,000.00</li> </ul>	Et al	<b>Handout:</b> Purchase Requests <b>Admin. Recommendation:</b> approval
	<b>4.04</b> 28E Agreement between Winterset CSD and Heartland AEA	Kurt Subra	<b>Handout:</b> 28E Agreement <b>Admin. Recommendation:</b> approval
	<b>4.05</b> Marco Lease Agreement - Transition from auto-renewal to 30-day leasing agreement	Kurt Subra	<b>Handout:</b> Letter <b>Admin. Recommendation:</b> approval

### 5. Chief Administrator Comments

### 6. Board Comments

### 7. Adjournment

FYI - Upcoming events

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