

Board of Directors Board Meeting Minutes



Jan. 10, 2023

BOARD MEETING

Mr. Pete Evans, board president, called the meeting of the Heartland AEA Board of Directors to order at 4:04 p.m.

Board Members Present: Ms. Sheri Benson, Mr. Pete Evans, Mr. John Kinley, Dr. Steve Rose and Ms. Margie Schwenk.

Absent: Ms. Liz Brennan and Mr. Alex Piedras.

Ms. Tiara Mays arrived at 4:05 p.m. Ms. Margaret Borgen arrived at 4:15 p.m.

Administrative Staff Present: 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 Dr. Rose to approve the agenda. The motion passed unanimously.

Approval of Minutes from Dec. 13, 2022

A MOTION was made by Ms. Benson and seconded by Ms. Schwenk to approve the minutes from Dec. 13, 2022. The motion passed unanimously.

Public Forum and Correspondence

National Association of School Psychologists' (NASP) Recognition

Dr. Jon Sheldahl, Heartland AEA Chief Administrator, shared the *Excellence in School Psychologist Services Program* certificate the Agency received from the National Association of School Psychologists. The certificate recognizes those who have achieved delivery of exemplary school psychological practices. Much work went into the submission process.

Discussion Items

Chief Administrator Updates

- **Succession Planning Update** - Dr. Sheldahl shared that the Agency Planning Council (APC) is working on scenarios for succession planning due to upcoming retirements. APC is reviewing and updating job descriptions and will have more information at the February meeting.
- **Legislative Update** - Gov. Kim Reynolds will hold her 2023 Condition of the State address tonight.

FY 2023-24 Budget Conversation

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, reviewed the FY 2023-24 budget. He shared various scenarios depending on the amount of supplemental state aid (SSA) that is allocated for next year. He reviewed staffing numbers and shared that the budget includes two additional Certified employees.

Johnston REC Remodel Project Update

Mr. Subra noted that Henkel Construction Co. began work yesterday on the Johnston REC remodeling project. They've removed all the ceiling tiles, and the sound booth has been relocated to the front of the building. The latter portion of the project will be outdoor exterior work, completed later this spring.

Board Self-Evaluation Survey

Board members reviewed their self-evaluation questions. Ms. Ugolini will send out the survey later this month. The results will be discussed as part of the February work session.

Modification of Early Notification Stipend

Mr. Subra discussed the recommendation to modify the early notification stipend. The recommendation separates employees into two classifications: certified and at-will employees. At-will employees can apply for the stipend if they've been employed at the Agency for one year and give a six-month notice.

Action Item

Modification of Early Notification Stipend

A MOTION was made by Mr. Kinley and seconded by Ms. Benson to approve the recommended changes to the early notification stipend as presented. The motion passed unanimously.

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Consent Agenda

Dr. Rose reviewed the financial statements and indicated they are in good shape. He indicated the Agency is half way through the fiscal year. A MOTION was made by Dr. Rose and seconded by Ms. Mays to approve the consent agenda including payment of warrant numbers 417809 through 417923 and electronic warrant numbers 41278 through 41717. Motion passed unanimously.

- Personnel Report (There was no addendum.)
- Purchase Orders:
 - Kaseya US, L.L.C. - \$45,429.60
 - Embarkit, Inc. - \$24,995.50

Chief Administrator Comments

- Dr. Sheldahl shared that the Board Policy Committee will be meeting at the end of the month. One of the new mandatory policies will be Employee Expression. It will better define what is considered free speech for employees.

EXEMPT SESSION

Exempt Session – Negotiations - Section 20.17(3) of the Iowa Code

A MOTION was made by Mr. Kinley and seconded by Ms. Borgen to enter an exempt session as provided in Section 20.17(3) of the Iowa Code to discuss the 2023-24 negotiation session.

A roll call vote was taken. The Board of Directors entered into an exempt session at 4:54 p.m.

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

The Board of Directors exited the exempt session at 5:20 p.m.

Adjournment

There being no further business, the meeting adjourned at 5:21 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.


2.14.23
Mr. Pete Evans
Board President


Ms. Jenny Ugolini
Board Secretary