

Board of Directors Board Meeting Minutes



April 11, 2023

BOARD MEETING

Mr. John Kinley, board member, called the meeting of the Heartland AEA Board of Directors to order at 4:02 p.m.

Board Members Present: Ms. Sheri Benson, Ms. Liz Brennan, Mr. John Kinley, Mr. Alex Piedras, Dr. Steve Rose and Ms. Margie Schwenk. *Absent:* Ms. Tiara Mays.

Mr. Pete Evans arrived at 4:07 p.m. and Ms. Margaret Borgen arrived at 4:09 p.m.

Administrative Staff Present: Mr. Kevin Fangman, Ms. Sheila King, Dr. Jon Sheldahl, Mr. Kurt Subra and Ms. Jenny Ugolini.

WORK SESSION

Strengthening Cybersecurity at Heartland AEA & Beyond

Ms. Sheila King, Heartland AEA Chief Information Officer, and Mr. Sean Balzer, Heartland AEA Cybersecurity Analyst, were present to talk about cybersecurity at Heartland AEA and how they have applied the Business Strategy Framework to begin a pilot project offering cybersecurity services to districts. Mr. Mark Stearns and Ms. Janelle Friedman with Jester Insurance Services were also in attendance to talk about cybersecurity's impact on the insurance industry.

The Board recessed from 5:23 to 5:55 p.m.

REGULAR MEETING

Approval of Agenda

A MOTION was made by Mr. Kinley and seconded by Ms. Brennan to approve the agenda. The motion passed unanimously.

Approval of Minutes from March 14 & 28, 2023

A MOTION was made by Ms. Benson and seconded by Ms. Schwenk to approve the minutes from March 14 and 28, 2023. The motion passed unanimously.

Public Forum and Correspondence

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

Discussion Items

Chief Administrator Updates

- **Legislative Update** - Dr. Jon Sheldahl, Heartland AEA Chief Administrator, shared the Rural Schools Advocates of Iowa (RSA) legislative update. The document provides a detailed summary of the current legislative session, including timelines and updates on pending bills.
- **Succession Planning** - Dr. Sheldahl reviewed the Agency's updated organizational chart, noting the hiring of Dr. Susie Meade as the Agency's new Chief Academic Officer. He shared that the Agency is experiencing a shortage in hiring due to the labor market and smaller pools of available candidates. This is similar to what school districts are also experiencing across the nation.
- **IAAEA Governing Board Minutes** - The minutes from the March 31 meeting were shared.

Classified Staff 2023-24 Compensation

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, discussed the salary increase for Classified staff for 2023-24. The recommendation is for a 3.75% increase in salary and wages. Some selected staff received market adjustments above these amounts based on PayScale evaluations, and in some cases, revised job descriptions.

Management Staff 2023-24 Compensation

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Mr. Subra shared the recommendation for Management staff compensation for 2023-24. The recommendation is for a \$3,900 increase in salaries. This represents a 2.81% increase for most managers, and 2.17% for APC members. Some selected staff received market adjustments above these amounts based on PayScale evaluations, and in some cases, revised job descriptions.

Board Policies 100, 200 & 300, Plus 402, 417, 815 and 1002 - First Reading

Board members held a first reading of revised policies in the 100, 200 and 300 series, plus miscellaneous policies 402, 417, 815 and 1002. A second reading will be held in May. Policy 417 Employee Expression is a new mandated policy.

Action Items

Approval of Classified Staff 2023-24 Compensation

A MOTION was made by Mr. Kinley and seconded by Ms. Benson to approve the recommendation for the Classified staff 2023-24 compensation. Motion passed unanimously. (The recommendation is for a 3.75% increase in salary and wages.)

Approval of Management Staff 2023-24 Compensation

A MOTION was made by Ms. Brennan and seconded by Ms. Benson to approve the Management staff 2023-24 compensation. Motion passed unanimously. (The recommendation is for a \$3,900 increase in salary.)

SlingShot Contract for Phase II of Johnston REC Remodeling Project

A MOTION was made by Mr. Kinley and seconded by Dr. Rose to approve the contract recommendation from SlingShot Architecture for Phase II of the Johnston REC Remodeling Project. Motion passed unanimously.

Consent Agenda

Ms. Brennan reviewed the financial statements and indicated everything is running along like it should. The fund balances are similar to previous years. A MOTION was made by Mr. Kinley and seconded by Ms. Borgen to approve the consent agenda including payment of warrant numbers 418300 through 418510 and electronic warrant numbers 42576 through 43054. The motion passed unanimously.

- Personnel Report and Addendum
- Purchase Orders:
 - PowerSchool - \$68,918.32
 - SysCloud - \$20,700.00
- Updated Heartland AEA Reorganization Plan
- Change Orders for Johnston REC Remodeling Project

Chief Administrator Comments

- There were no comments from the chief administrator.

Board Comments

- Ms. Brennan attended the first Consortium of State School Boards Association (COSSBA) convention in Florida last week. It was well attended and planning for next year has begun. COSSBA now represents more schools and school boards than the National School Board Association (NSBA). Ms. Lisa Bartusek, Iowa Association of School Boards' (IASB) Executive Director, has agreed to do consulting work for COSSBA following her retirement from IASB in June.

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Adjournment

There being no further business, the meeting adjourned at 6:34 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 "P. Evans", written over a horizontal line.

Mr. Pete Evans
Board President

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

Ms. Jenny Ugolini
Board Secretary