

Board of Directors Meeting Agenda



June 13, 2023

Location:

Heartland AEA
6445 Corporate Drive, Johnston
Boardroom

Time: 4:00

Phone:

Dial: 1-669-900-6833
Meeting ID: 936 4389 3782 followed by #
Skip putting in participant ID - just stay on the line

Zoom:

<https://heartlandaea.zoom.us/j/93643893782>

Participants

Ms. Sheri Benson Board Member	Mr. John Kinley Board Member	Ms. Margie Schwenk Board Member	Mr. Kurt Subra Chief Financial Officer
Ms. Margaret Borgen Vice President	Ms. Tiara Mays Board Member	Mr. Kevin Fangman Chief Academic Officer	Ms. Jenny Ugolini Board Secretary
Ms. Liz Brennan Board Member	Mr. Alex Piedras Board Member	Ms. Sheila King Chief Information Officer	Dr. Kristi Upah Chief Student Svcs. Officer
Mr. Pete Evans Board President	Dr. Steve Rose Board Member	Dr. Jon Sheldahl Chief Administrator	

President: Pete Evans **Recorder:** Jenny Ugolini

Board Work Session

Time	Topic/Process	Presenter	Outcome
5 min.	1.01 Roll Call	Pete Evans	Roll call and approval of the agenda.
	1.02 Approval of Agenda	Pete Evans	
	1.03 Approval of minutes from May 9 & 30, 2023	Pete Evans	Review and approval of minutes from May 9 & 30, 2023
	1.04 Public Forum and Correspondence	Pete Evans	Hear comments from members of the public and share Board correspondence.
45-60 min.	1.05 Heartland Data Review	Karla Day, Kevin Schlomer, and Tinna Walberg	Board members will learn about and explore Iowa School Performance Profiles (ISPP).

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2. Discussion Items

Time	Topic/Process	Presenter	Outcome
15 min.	2.01 Chief Administrator Updates on Recent Events and Activities <ul style="list-style-type: none"> • IAAEA System Update (May minutes) • Succession Planning Update • Legislative Update 	Jon Sheldahl	Board members will be updated on recent events and activities.
5-10 min.	2.02 Board Policies 603 Series - Second Reading	Margaret Borgen, Liz Brennan, Tiara Mays	Board members will have a second reading of the 603 board policies.
10-15 min.	2.03 Johnston REC Remodeling Project	Kurt Subra	Board members will be updated on the billing for the Johnston REC Remodeling project.
10 min.	2.04 Commitment of Funds	Kurt Subra	Board members will be informed about the commitment of fund balance.
5-10 min.	2.05 Boundary Adjustments between Woodward-Granger/Johnston and Carlisle/Des Moines Independent Community School Districts. <ul style="list-style-type: none"> • Resolution and Exhibits 	Jon Sheldahl, Kurt Subra	Board members will be updated on the boundary adjustments between Woodward-Granger/Johnston and Carlisle/Des Moines Independent Community School Districts.
10 min.	2.06 August 8 Board Retreat <ul style="list-style-type: none"> • Board Retreat Options 	Pete Evans, et al	Board members will review options for their Aug. 8 retreat. <ul style="list-style-type: none"> • No Board Agenda Plng. Meeting in June. • No Board meeting in July.

3. Action Items

Time	Topic/Process	Presenter	Outcome
5-10 min.	3.01 Board Policies 603 Series - Second Reading	Margaret Borgen, Liz Brennan, Tiara Mays	Board members may approve the second reading of the 603 Board policies.
	3.02 Commitment of Fund Balance	Kurt Subra	Board members may approve the commitment of fund balance.

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	<p>3.03 Resolution Approving Boundary Adjustments between Woodward-Granger/Johnston and Carlisle/Des Moines Independent Community School Districts.</p> <ul style="list-style-type: none"> Resolution 	Jon Sheldahl, Kurt Subra	Board members may approve the Resolution approving boundary adjustments between Woodward-Granger/Johnston and Carlisle/Des Moines Independent Community School Districts.
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4. Consent Agenda

Time	Topic/Process	Presenter	Outcome
5 min.	<p>4.01 Personnel Report</p> <ul style="list-style-type: none"> Addendum 	Jon Sheldahl	<p>Handout: Personnel Report Admin. Recommendation: approval</p>
	<p>4.02 Bills</p>	Margie Schwenk	<p>Handout: Available at meeting Admin. Recommendation: approval</p>
	<p>4.03 Purchase Orders</p> <ol style="list-style-type: none"> Apple Computer Inc. - \$64,740.00 Amazon Capital Services, Inc. - \$27,604.00 ConvergeOne, Inc. - \$183,947.34 Apple Computer Inc. - \$21,420.00 Defined Learning, L.L.C. - \$50,386.86 Character Strong - \$74,000.00 Marco Technologies - \$48,000.00 Corwin - \$27,000.00 	Et al	<p>Handout: Purchase Requests Admin. Recommendation: approval</p>
	<p>4.04 Shelter Care Memorandums of Understanding (MOU) and Facility Agreements with Heartland AEA</p> <ol style="list-style-type: none"> Ellipsis Facility Agreement Ellipsis MOU 	Kurt Subra	<p>Handout: Agreements Admin. Recommendation: approval</p>
	<p>4.05 Ellipsis Lease Amendment</p>	Kurt Subra	<p>Handout: Amendments Admin. Recommendation: approval</p>
	<p>4.06 Change Orders for Johnston REC Office Remodeling Project</p>	Kurt Subra	<p>Handout: Change Orders Admin. Recommendation: approval</p>
	<p>4.07 Transportation Agreements</p> <ul style="list-style-type: none"> Bondurant-Farrar CSD Dallas Center-Grimes CSD Gilbert CSD Johnston CSD North Polk CSD 	Jenny Ugolini	<p>Handout: Agreements Admin. Recommendation: approval</p>

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	<ul style="list-style-type: none"> • Urbandale CSD • West Des Moines CSD • Woodward-Granger CSD 		
	4.08 Independent Contractor Agreement between Heartland AEA and Mitzi Chizek	Kurt Subra	Handout: Agreement Admin. Recommendation: approval
	4.09 Agreement between Heartland AEA and Practical Applications (Lori Lyons)	Kurt Subra	Handout: Agreement Admin. Recommendation: approval
	4.10 Itinerant Teacher Service Agreement by and between Iowa Educational Services for the Blind and Visually Impaired and Heartland AEA	Kristi Upah	Handout: Agreement Admin. Recommendation: approval
	4.11 Orientation and Mobility Service Agreement by and between Iowa Educational Services for the Blind and Visually Impaired and Heartland AEA	Kristi Upah	Handout: Agreement Admin. Recommendation: approval

5. Chief Administrator Comments

6. Board Comments

7. Adjournment of Board Meeting & Dinner

[FYI - Upcoming events](#)

Next Board Meeting: Board Retreat, August 8, 2023

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