

# Board of Directors Board Meeting Minutes



June 13, 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, Ms. Tiara Mays, Dr. Steve Rose and Ms. Margie Schwenk. Ms. Margaret Borgen arrived at 4:05 p.m., Mr. Alex Piedras at 4:09 p.m. and Mr. Pete Evans at 4:40 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 Ms. Brennan and seconded by Dr. Rose to approve the agenda. The motion passed unanimously.

## Approval of Minutes from May 9 and 30, 2023

A MOTION was made by Ms. Benson and seconded by Ms. Schwenk to approve the minutes from May 9 and 20, 2023. The motion passed unanimously.

## Public Forum and Correspondence

There was no one present from the public to speak to the Board.

## WORK SESSION

### Heartland Data Review

Ms. Karla Day and Mr. Kevin Schlomer, Heartland AEA Assessment/Professional Learning & Leadership Consultants, and Ms. Tinna Walberg, Heartland AEA Regional Director, were present to discuss the Iowa School Performance Profiles. The Iowa School Performance Profiles is an online tool showing how public schools performed on required measures. The website was developed to meet both federal and state requirements for publishing online school report cards. Board members were able to login to the site and explore the wide range of data available.

The Board recessed from 4:50 to 5:00 p.m.

## Discussion Items

### Chief Administrator Updates

- **Legislative Update** - Dr. Jon Sheldahl, Heartland AEA Chief Administrator, briefly discussed the 2023 Iowa legislative session and the additional funding cuts to Iowa's AEAs. If cuts continue, staffing levels will be affected in coming years. He noted that the Iowa Department of Education will not be offering any technical assistance or guidance on the parent transparency bill. Districts remain unsure about the definitions outlined in the new law. The AEA media directors are looking for ways to help districts review books in their libraries given the new legislation.
- **IAAEA System Update** - Dr. Sheldahl reviewed the roles of the AEA chiefs as part of the AEA system work. They decided not to hire a statewide facilitator due to the funding cut.
- **Succession Planning** - Board members reviewed the updated agency organizational chart.

### Board Policies Second Reading of New 603 Series

Board members held a second reading of new policies within the 603 Policy Series. The policies were structured based on the Iowa Association of School Boards' Policy Primer and edited to fit agency needs.

### Johnston REC Remodeling Project

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, discussed the Johnston REC remodeling project that should wrap up this week. A few exterior doors that are delayed due to manufacturing issues will still need to be installed. He reviewed the billing costs and shared that he's been pleased with the costs and the general contractor.

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## **Commitment of Funds**

Mr. Subra discussed the Agency's commitment of funds. Apart from the remodel, it's the normal routine building maintenance costs.

## **Boundary Adjustments between Woodward-Granger/Johnston and Carlisle/Des Moines Independent Community School District**

Dr. Sheldahl shared that the boundary adjustments are to correct boundaries that were not correctly located due to new housing developments. They are not based on any dispute. The corrections will ensure every home and domicile is located entirely within a district.

## **August 8 Board Retreat**

The Board confirmed their August 8 retreat will be held in the Johnston REC. It will start at 12:30 p.m. with lunch, retreat topics from 1:00-3:00 p.m. and regular business from 3:00-4:30 p.m.

## **Action Items**

### **Board Policies New 603 Series**

A MOTION was made by Ms. Borgen and seconded by Mr. Kinley to approve the 603 Board Policy Series. The motion passed unanimously.

## **Boundary Adjustments between Woodward-Granger/Johnston and Carlisle/Des Moines Independent Community School District**

A MOTION was made by Dr. Rose and seconded by Ms. Mays to approve the resolution approving the change of school district boundaries between Woodward-Granger and Johnston and Carlisle and the Des Moines Independent Community School District. The motion passed unanimously.

## **Commitment of Fund Balance**

A MOTION was made by Mr. Kinley and seconded by Ms. Benson to approve the commitment of fund balances as recommended. The motion passed unanimously.

## **Consent Agenda**

Ms. Schwenk reviewed the financial statements and indicated everything is in order. She noted the significant change in interest rates which is making a difference in interest income. A MOTION was made by Dr. Rose and seconded by Ms. Brennan to approve the consent agenda including payment of warrant numbers 418657 through 418899 and electronic warrant numbers 43447 through 43905. The motion passed unanimously.

- Personnel Report and Addendum - *Ms. King noted a correction on the personnel report; Ms. Amy Wichman's job title was listed incorrectly.*
- Purchase Orders:
  - 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
- Shelter Care Memorandums of Understanding (MOU) and Facility Agreements with Heartland AEA
  - Ellipsis Facility Agreement
  - Ellipsis MOU
- Ellipsis Lease Amendment
- Change Orders for Johnston REC Remodeling Project
- Transportation Agreements



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- Bondurant-Farrar CSD
- Dallas Center-Grimes CSD
- Gilbert CSD
- Interstate 35 CSD
- Johnston CSD
- North Polk CSD
- Urbandale CSD
- West Des Moines CSD
- Woodward-Granger CSD
- Independent Contractor Agreement between Heartland AEA and Mitzi Chizek
- Agreement between Heartland AEA and Practical Applications (Lori Lyons)
- Itinerant Teacher Service Agreement by and between Iowa Educational Services for the Blind and Visually Impaired and Heartland AEA
- Orientation and Mobility Service Agreement by and between Iowa Educational Services for the Blind and Visually Impaired and Heartland AEA

## Chief Administrator Comments

- Dr. Sheldahl thanked the Board for their kind words and flowers after the passing of his father. He's been proud to be part of this organization for the past six years and is looking forward to retirement. He noted that the Board has been great to work for.

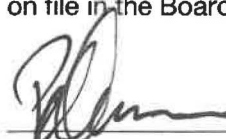
## Board Comments

- Board members thanked Dr. Sheldahl for his years of service at the Agency. They expressed thanks for his leadership to Heartland AEA, as well as at the statewide level and with the Association of Educational Service Agencies.
- Dr. Rose thanked Ms. Sheila King for her work at the Agency. He shared all the various positions she's held with Heartland AEA since 2006. The Board thanked her for her work and dedication and wished her well in retirement.


## Adjournment

There being no further business, the meeting adjourned at 6:07 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.

 8-8-23

Mr. Pete Evans  
Board President

 8/8/23  
Ms. Jenny Ugolini  
Board Secretary