

Board of Directors Board Meeting Minutes



Jan. 9, 2024

Due to inclement weather, the Board meeting was held via Zoom. The Zoom link and phone numbers were noted on the published agenda.

BOARD MEETING

Ms. Margaret Borgen, board president, called the meeting of the Heartland AEA Board of Directors to order at 4:01 p.m.

Board members present: Ms. Margaret Borgen, Ms. Liz Brennan, Mr. Pete Evans, Mr. John Kinley, Ms. Tiara Mays-Sims, Dr. Steve Rose, Ms. Margie Schwenk and Ms. Kelly Simmons. Mr. Alex Piedras joined the meeting at 4:07 p.m.

Administrative Staff Present: Mr. Kurt Subra, Dr. Kristi Upah, Ms. Jenny Ugolini and Dr. Cindy Yelick.

Approval of Agenda

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

Approval of Minutes from Dec. 9, 2023

A MOTION was made by Mr. Evans and seconded by Ms. Schwenk to approve the minutes from Dec. 12, 2023. The motion passed unanimously.

Public Forum and Correspondence

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

Hanover Survey Results

Dr. Kristi Upah, Chief Student Services Officer, reviewed the results of the IAAEA 2023 Hanover Survey that was completed by teachers, school administrators and parents. There were over 1,206 respondents from the Heartland AEA area. The survey asked questions about familiarity with AEA services in special education, educational services and media and technology services. Board members cautioned how the data was to be presented, to be clear that it followed all the gold standards in analysis and asked about follow-up on any negative comments and how those would be addressed.

Discussion Items

Chief Administrator Professional Development Goals

A MOTION was made by Mr. Kinley and seconded by Mr. Evans to table this item until a future meeting. The motion passed unanimously.

Fiscal Year 2023-24 and Fiscal Year 2024-25 Budget Conversation

Mr. Kurt Subra, Chief Financial Officer, reviewed the Agency's FY25 budget considerations. He noted the declining trend line with weighted enrollment and the increase in accredited non-public enrollment, around 6%. He discussed the unknown variables including student state aid, state aid reduction and school funding formulas. The Agency's solvency ratio will be budgeted at around 9% for next year.

Johnston REC Phase II Remodel Update

Mr. Subra noted that Phase II of the Johnston REC remodeling project has begun. The project is underway and the Agency has a good partner with Dean Snyder (contractor).

Board Self-Evaluation - Review of Questions and Timeline

The Board will delay its annual self-evaluation until May. The result will be reviewed at the June board meeting. Delay until May review results in June.

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Consent Agenda

Mr. Evans reviewed the various sections of the Agency's financial reports. Everything is in order. A MOTION was made by Mr. Evans and seconded by Mr. Kinley to approve the consent agenda including payment of warrant numbers 420240 through 420365 and electronic warrant numbers 4658 through 46994. The motion passed unanimously.

- Personnel Report (amendment only)
- Purchase Orders:
 - *Prairie Meadows Racetrack and Casino* - \$30,000.00
 - *Lexia Learning Systems, L.L.C.* - \$195,624.00
 - *Robert Half International Inc., DBA Robert Half* - \$28,750.00
 - *WebSpec Design, L.L.C.* - \$99,600.00
 - *Dean Snyder Construction* - \$617,800.00
 - *All Makes Office Equipment Co. of Des Moines* - \$350,953.94

Chief Administrator Comments

- Dr. Yelick provided an update on the numerous supports being provided to Perry CSD, including mental health, communications, administrative and leadership support. The Agency will continue to support the district for the weeks to come.
- Dr. Yelick met with Gov. Reynolds prior to winter break. She stated in the meeting that she is not planning to cut services to students and families. There were no conversations about other services outside of special education.

Adjournment

There being no further business, the regular meeting ended and the Board transitioned to an exempt session.

EXEMPT SESSION

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

A MOTION was made by Ms. Brennan and seconded by Ms. Schwenk to enter an exempt session as provided in Section 20.17(3) of the Iowa Code to discuss the 2024-25 negotiation session.

A roll call vote was taken. The Board of Directors entered into an exempt session at 5:31 p.m.

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

The Board of Directors exited the exempt session at 5:49 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.

Handwritten signature of Margaret A. Borgen in black ink.

Ms. Margaret Borgen
Board President

Handwritten signature of Jenny Ugolini in blue ink.

Ms. Jenny Ugolini
Board Secretary