

Board of Directors Meeting Agenda



August 13, 2024

Location:

Heartland AEA
6500 Corporate Drive, Johnston
Conference Room 113

Time: 3:00 p.m.

Phone:

Dial: 1-669-900-6833
Meeting ID: 964 9144 0557 followed by #
Skip putting in participant ID - just stay on the line

Zoom Link:

<https://heartlandaea.zoom.us/j/96491440557>

Participants:

Ms. Margaret Borgen Board President	Ms. Tiara Mays-Sims Board Member	Ms. Kelly Simmons Board Member	Dr. Kristi Upah Chief Student Svcs. Officer
Ms. Liz Brennan Vice President	Mr. Alex Piedras Board Member	Mr. Kevin Fangman Chief Human Res. Officer	Dr. Cindy Yelick Chief Administrator
Mr. Pete Evans Board Member	Dr. Steve Rose Board Member	Dr. Susie Meade Chief Academic Officer	Mr. Brian Whalen Director of Business Services
Mr. John Kinley Board Member	Ms. Margie Schwenk Board Member	Ms. Jenny Ugolini Board Secretary	

President: Margaret Borgen **Recorder:** Jenny Ugolini

Board Meeting at 3:00 p.m.

Time	Topic/Process	Presenter	Outcome
	1.01 Roll Call	Margaret Borgen	Roll call and approval of the agenda.
	1.02 Approval of Agenda	Margaret Borgen	
	1.03 Approval of minutes from June 11, July 2 and 31, 2024	Margaret Borgen	Review and approval of minutes from June 11, July 2 and 31, 2024
	1.04 Public Forum and Correspondence	Margaret Borgen	Hear comments from members of the public and share Board correspondence.

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2. Discussion Items

Time	Topic/Process	Presenter	Outcome
5 min.	2.01 FY 2023-24 Financial Results	Brian Whalen	Review and discuss the Agency's financial results for FY24.
2 min.	2.02 Wellness Program and Budget for 2024-25	Brian Whalen	Board members will review the 2024-25 Wellness program and budget.
10 min.	2.03 Staff Handbook	Kevin Fangman	Board members will review updates to the staff handbook.
30 min.	2.04 Personnel Update	Kevin Fangman	Board members will discuss the resignation process for classified and certified staff.
	2.05 Recommendation to Terminate Certified Employees for Job Abandonment	Kevin Fangman	Board members will review the recommendation to terminate certified employees for job abandonment.

3. Action items

Time	Topic/Process	Presenter	Outcome
	3.01 Staff Handbook	Kevin Fangman	Board members may approve edits to the Staff Handbook.
	3.02 Resolution of Depositories	Brian Whalen	Board members may approve the Resolution of Depositories for 2024-25.
	3.03 Wellness Program and Budget for 2024-25	Brian Whalen	Board members may approve the Wellness Program and Budget for 2024-25.
	3.04 Des Moines Support Contract	Brian Whalen	Board members may approve the Des Moines Support Contract.
	3.05 IASB 2024-25 Legislative Priorities and Tally	Margaret Borgen	Board members may finalize their four legislative priorities for 2024-25.
	3.06 Recommendation for Termination of Certified Employee for Job Abandonment	Kevin Fangman	Board members may act on the recommendation for termination.
	3.07 Recommendation for Termination of Certified Employee for Job Abandonment	Kevin Fangman	Board members may act on the recommendation for termination.

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	3.08 Recommendation for Termination of Certified Employee for Job Abandonment	Kevin Fangman	Board members may act on the recommendation for termination.
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4. Consent Agenda

Time	Topic/Process	Presenter	Outcome
	4.01 Personnel Report	Kevin Fangman	Handout: Personnel Report Admin. Recommendation: approval
	4.02 Bills	Pete Evans	Handout: Agreement Admin. Recommendation: approval
	4.03 Purchase Orders 1. <i>Bee-Clean US Holdings, L.L.C.</i> - \$107,226.18 2. <i>Wex Bank</i> - \$24,000.00 3. <i>Marco Holding L.L.C. dba Marco Technologies</i> - \$151,451.50 (previously approved but corrected amount) 4. <i>Iowa Braille & Sight Saving School</i> - \$957,536.20 5. <i>Language Dynamics Group</i> - \$40,394.92 6. <i>Marco Holding L.L.C. dba Marco Technologies</i> - \$48,000.00	Et al	Handout: Available at meeting Admin. Recommendation: approval
	4.04 Iowa PBS Memorandum of Understanding	Cindy Yelick	Handout: Agreement Admin. Recommendation: approval
	4.05 Agreement for Shared Services between Heartland AEA and Great Prairie AEA (L. Williams)	Cindy Yelick	Handout: Agreement Admin. Recommendation: approval
	4.06 IAAEA 28E Agreement Renewal	Cindy Yelick	Handout: Agreement Admin. Recommendation: approval
	4.07 Mileage Reimbursement	Brian Whalen	Handout: Recommendation Admin. Recommendation: approval

5. Chief Administrator Comments

FYI - Upcoming events

6. Board Comments

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7. Adjourn meeting

Next Board Meeting: Tuesday, September 10 at 3:00 p.m.
Joint Board Meeting with DMACC, Heartland will host.

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