

# Board of Directors Meeting Agenda



June 10, 2025

## Location:

Heartland AEA  
6500 Corporate Drive, Johnston  
Conference Room 113

**Time:** 4:00 p.m.

## Phone:

Dial: 1-669-900-6833  
Meeting ID: 980 1843 6208 followed by #  
Skip putting in participant ID - just stay on the line

## Zoom Link:

<https://heartlandaea.zoom.us/j/98018436208>

## Participants:

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

**President:** Liz Brennan **Recorder:** Jenny Ugolini

## Board Meeting at 4:00 p.m.

Time	Topic/Process	Presenter	Outcome
5 min.	<b>1.01</b> Roll Call & Welcome	Liz Brennan	Roll call and approval of the agenda.
	<b>1.02</b> Approval of Agenda		
	<b>1.03</b> Approval of minutes from May 13 and 27, 2025	Liz Brennan	Review and approval of minutes from May 13 and 27, 2025
	<b>1.04</b> Public Forum and Correspondence <ul style="list-style-type: none"> <li>David Duff</li> </ul>	Liz Brennan	Hear comments from members of the public and share Board correspondence.

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## 2. Discussion Items

Time	Topic/Process	Presenter	Outcome
15 min.	<b>2.01</b> Committed Funds Discussion	Brian Whalen	Board members will discuss the agency's committed funds.
30 min.	<b>2.02</b> Board Policy 816 Disposal of Surplus Equipment and Furniture - Second reading	Kevin Fangman	Board members will have a second reading of revised board policy 816.
	<b>2.03</b> Board Policies: <ul style="list-style-type: none"> <li>• 101 Educational Equity</li> <li>• 102 Bullying and Workplace Harassment</li> <li>• 103 Non-Discrimination in Employment and Affirmative Action</li> </ul>	Kevin Fangman, Cindy Yelick	Board members will review changes to board policies 101, 102 and 103.
5-7 min.	<b>2.04</b> Storm Protection Fund	Brian Whalen, Cindy Yelick	Board members will discuss joining the Storm Protection Fund.
15 min.	<b>2.05</b> Board of Directors Redistricting <ul style="list-style-type: none"> <li>• Option 1</li> <li>• Option 2</li> <li>• Option 3</li> <li>• Option 4</li> </ul>	Cindy Yelick	Board members will review and discuss the redistricting options.
5-7 min.	<b>2.06</b> Summer Meeting Schedule	Cindy Yelick	Board members will discuss their summer meeting schedule.
5-7 min.	<b>2.07</b> Indianola CSD and Heartland AEA Letter of Understanding for Use of Space	Cindy Yelick	Board members will discuss renting space at the Indianola CSD.

## 3. Action Items

Time	Topic/Process	Presenter	Outcome
10 min.	<b>3.01</b> Commitment of Funds	Brian Whalen	Board members may approve the commitment of funds.
	<b>3.02</b> Board Resolution to Participate in the Storm Protection Fund, an Iowa Code Chapter 28E Entity and Chapter 670 Risk Pool <ul style="list-style-type: none"> <li>• Intergovernmental Cooperative Agreement</li> </ul>	Brian Whalen, Cindy Yelick	Board members may approve the Board Resolution to Participate in the Storm Protection Fund.

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	<b>3.03</b> Board Policy 816 - Disposal of Surplus Equipment and Furniture	Kevin Fangman	Board members may approve the revised board policy 816.
	<b>3.04</b> Board Policies: <ul style="list-style-type: none"> <li>• 101 Educational Equity</li> <li>• 102 Bullying and Workplace Harassment</li> <li>• 103 Non-Discrimination in Employment and Affirmative Action</li> </ul>	Kevin Fangman	Board members may approve changes to board policies 101, 102 and 103 or defer approval until the next meeting.
	<b>3.05</b> Board of Directors Redistricting	Liz Brennan	Board members may approve their new director districts.
	<b>3.06</b> Indianola CSD and Heartland AEA Letter of Understanding for Use of Space	Cindy Yelick	Board members may approve the Letter of Understanding between Heartland AEA and Indianola CSD.

### 4. Consent Agenda

Time	Topic/Process	Presenter	Outcome
10 min.	<b>4.01</b> Bills	Heather Sievers	<b>Handout:</b> Financial statements <b>Admin. Recommendation:</b> approval
	<b>4.02</b> Purchase Orders: <ul style="list-style-type: none"> <li>• <i>Amazon Web Services</i> - \$30,000</li> <li>• <i>IP Pathways</i> - \$167,280.00</li> <li>• <i>AVI Systems Inc., DBA Forte'</i> - \$20,459.96</li> <li>• <i>Cottingham &amp; Butler</i> - \$42,000.00</li> <li>• <i>Convergeone, Inc.</i> - \$31,317.65</li> </ul>	Susie Meade, Brian Whalen	<b>Handout:</b> Purchase Orders <b>Admin. Recommendation:</b> approval
	<b>4.03</b> Transportation Agreements for 2025-26 <ul style="list-style-type: none"> <li>• Adair-Casey CSD</li> <li>• Baxter CSD</li> <li>• Bondurant-Farrar CSD</li> <li>• Carlisle CSD</li> <li>• Carroll CSD</li> <li>• Guthrie Center CSD</li> <li>• Knoxville CSD</li> <li>• North Polk CSD</li> <li>• Roland-Story CSD</li> <li>• SE Warren CSD</li> <li>• United CSD</li> <li>• Waukee CSD</li> <li>• West Des Moines CSD</li> <li>• Winterset CSD</li> </ul>	Jenny Ugolini	<b>Handout:</b> Agreements <b>Admin. Recommendation:</b> approval

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	<b>4.04</b> Contracts for Transfer of State Funding between Heartland AEA and: 1. Adair-Casey CSD 2. Ames CSD 3. Audubon CSD 4. Collins-Maxwell CSD 5. Colo-NESCO CSD 6. Dallas Center-Grimes CSD 7. Guthrie Center CSD 8. Interstate 35 CSD 9. Johnston CSD 10. Knoxville CSD 11. Nevada CSD 12. Newton CSD 13. PCM CSD 14. Pella CSD 15. Roland-Story CSD 16. South Central Calhoun CSD 17. Urbandale CSD 18. Van Meter CSD 19. Woodward-Granger CSD	Brian Whalen	<b>Handout:</b> State Funding Contracts <b>Admin. Recommendation:</b> approval
	<b>4.05</b> Lease Extension to Lease Between Des Moines Area Community College and Heartland AEA (Carroll Campus)	Brian Whalen	<b>Handout:</b> Lease Agreement <b>Admin. Recommendation:</b> approval
	<b>4.06</b> Lease Extension to Lease Between Des Moines Area Community College and Heartland AEA (Newton Campus)	Brian Whalen	<b>Handout:</b> Lease Agreement <b>Admin. Recommendation:</b> approval
	<b>4.07</b> IA Ed. Services for the Blind and Visually Impaired (IESBVI) 25-26 Professional Services Contractual Agreement	Susie Meade	<b>Handout:</b> Agreement <b>Admin. Recommendation:</b> approval
	<b>4.08</b> Boone CSD and Heartland AEA 2025-26 Service Agreement for: • Barb Sersland	Susie Meade	<b>Handout:</b> Service Agreement <b>Admin. Recommendation:</b> approval
	<b>4.09</b> Newton CSD and Heartland AEA 25-26 Service Agreement for: • Hanna Hollamby	Susie Meade	<b>Handout:</b> Service Agreement <b>Admin. Recommendation:</b> approval
	<b>4.10</b> Guthrie Center CSD and Heartland AEA Letter of Understanding for Use of Space for 2025-26	Brian Whalen	<b>Handout:</b> Letter of Understanding <b>Admin. Recommendation:</b> approval

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## 5. Chief Administrator Comments

## 6. Board Comments

## 7. Adjourn

### FYI - Upcoming Events

Upcoming Board Meetings: Tuesday, August 12, 2025

*Monday, September 8, 2025 - Remember that the September meeting is the annual joint meeting with DMACC in Ankeny. Since DMACC is hosting, we are accommodating their schedule and meeting on Monday.*

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