

Board of Directors Meeting Agenda



August 12, 2025

Location:

Heartland AEA
6500 Corporate Drive, Johnston
Conference Room 113

Time: 4:00 p.m.

Phone:

Dial: 1-669-900-6833
Meeting ID: 912 2896 3263 followed by #
Skip putting in participant ID - just stay on the line

Zoom Link:

<https://heartlandaea.zoom.us/j/91228963263>

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.	1.01 Roll Call & Welcome	Liz Brennan	Roll call and approval of the agenda.
	1.02 Approval of Agenda		
	1.03 Approval of minutes from June 10 and 30, 2025	Liz Brennan	Review and approval of minutes from June 10 and 30, 2025
	1.04 Public Forum and Correspondence	Liz Brennan	Hear comments from members of the public and share Board correspondence.

2. Work Session

Time	Topic/Process	Presenter	Outcome
20 min.	2.01 Heartland Accreditation <ul style="list-style-type: none"> Accreditation Executive Summary Accreditation Report 	Kristi Upah	Board members will review the results of the Agency's accreditation by the Iowa Dept. of Ed.

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3. Discussion Items

Time	Topic/Process	Presenter	Outcome
15 min.	3.01 FY24-25 Financial Results	Brian Whalen	Review and discuss the Agency's financial results for FY25.
10 min.	3.02 Wellness Program and Budget for 2025-26	Brian Whalen	Board members will review the 2025-26 Wellness program and budget.
20 min.	3.03 Board of Directors Redistricting and Terms <ul style="list-style-type: none"> • Option 3 • Option 4 • Terms • Timeline 	Susie Meade	Board members will review and finalize their redistricting options and terms.
10 min.	3.04 Staff Handbook	Kevin Fangman	Board members will review updates to the staff handbook.
15 min.	3.05 Board Policies - First Reading and Summary (See summary for policy links) <ul style="list-style-type: none"> • Policy 205: Open Meetings and Board Training • Policy 419: Child Abuse Reporting • Policy 420: Expectations for Employee Conduct Toward Coworkers, Students, Parents, and Others in the Workplace • Policy 504: Confidentiality • Policy 506: Testing Program • Policy 507: Student Directory Info. • Policy 508: Abuse of Students by Agency Employees • Policy 509: Administration of Medication to Students • Policy 605: Curriculum Development • Policy 606: Curriculum Implementation • Policy 607: Curriculum Evaluation 	Kevin Fangman	Board members will review new and updated board policies.
15 min.	3.06 IASB Legislative Priorities and Tally Spreadsheet	Liz Brennan	Board members will review the legislative priorities for 2026.
5 min.	3.07 Des Moines Public Schools and Heartland AEA Memorandum of Agreement	Kristi Upah, Brian Whalen	Board members will be updated on the memorandum of understanding with Des Moines Public Schools.

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4. Action Items

Time	Topic/Process	Presenter	Outcome
10 min.	4.01 Board of Directors Redistricting and Terms <ul style="list-style-type: none"> Option 3 Option 4 Terms 	Liz Brennan	Board members may approve their new director districts and terms.
	4.02 IASB Legislative Priorities <ul style="list-style-type: none"> Final tally spreadsheet 	Liz Brennan	Board members may finalize their four legislative priorities for 2025-26.
	4.03 Resolution of Depositories	Brian Whalen	Board members may approve the Resolution of Depositories for 2025-26.
	4.04 Wellness Program and Budget for 2025-26	Brian Whalen	Board members may approve the Wellness Program and Budget for 2025-26.
	4.05 Staff Handbook	Kevin Fangman	Board members may approve edits to the Staff Handbook.
	4.06 Des Moines Public Schools and Heartland AEA Memorandum of Agreement	Kristi Upah and Brian Whalen	Board members may approve the Des Moines Support Contract.

5. Consent Agenda

Time	Topic/Process	Presenter	Outcome
10 min.	5.01 Personnel Report and <ul style="list-style-type: none"> Addendum Special Bd Mtg. Aug. 29 	Kevin Fangman	Handout: Personnel Report Admin. Recommendation: approval
	5.02 Bills	Margie Schwenk	Handout: Financial statements Admin. Recommendation: approval
	5.03 Purchase Orders <ul style="list-style-type: none"> <i>Convergeone</i> -\$21,934.10 <i>Kruck Plumbing & Heating Co.</i> - \$24,800.00 <i>Morningside College</i> -\$36,000.00 <i>Univ. of Northern Iowa</i> -\$48,000.00 <i>Wex Bank</i> -\$24,000.00 <i>Marco</i> -\$168,000.00 	Et al	Handout: Purchase Orders Admin. Recommendation: approval
	5.04 Contracts for Transfer of State Funding between Heartland AEA and: <ol style="list-style-type: none"> Ankeny CSD Baxter CSD 	Brian Whalen	Handout: State Funding Contracts Admin. Recommendation: approval

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	3. Bondurant-Farrar CSD 4. Carlisle CSD 5. Carroll CSD 6. Coon Rapids-Bayard CSD 7. Lynnvillle-Sully CSD 8. North Polk CSD 9. Norwalk CSD 10. Winterset CSD		
	5.05 Urbandale CSD and Heartland AEA 2025-26 Service Agreement	Susie Meade	Handout: Service Agreement Admin. Recommendation: approval
	5.06 Des Moines Regional Catholic Schools Cooperation and Heartland AEA Service Agreement for 2025-26 (Cyber Security)	Susie Meade	Handout: Service Agreement Admin. Recommendation: approval
	5.07 Spirit Lake CSD and Heartland AEA 2025-26 Service Agreement	Susie Meade	Handout: Service Agreement Admin. Recommendation: approval
	5.08 Service Agreement (Revised) between Iowa Assoc. Of School Boards and Heartland AEA	Brian Whalen	Handout: Service Agreement Admin. Recommendation: approval
	5.09 Prairie Lakes and Heartland AEA 2025-26 Service Agreement (Communication Services)	Kevin Fangman	Handout: Service Agreement Admin. Recommendation: approval
	5.10 Des Moines Christian and Heartland AEA Master Service and Order of Service Agreement (Cyber Security)	Susie Meade	Handout: Service Agreement Admin. Recommendation: approval
	5.11 Newton CSD and Heartland AEA 2025-2026 Service Agreement	Susie Meade	Handout: Service Agreement Admin. Recommendation: approval
	5.12 Itinerant Teacher Service Agreement by and between Iowa Educational Services for the Blind and Visually Impaired and Heartland	Kristi Upah	Handout: Service Agreement Admin. Recommendation: approval
	5.13 Orientation and Mobility Service Agreement by and between Iowa Educational Services for the Blind and Visually Impaired and Heartland AEA	Kristi Upah	Handout: Service Agreement Admin. Recommendation: approval

6. Chief Administrator Comments

- **Upcoming Board Meeting: 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 starting at 3 p.m.

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7. Board Comments

8. Adjourn

[FYI - Upcoming Events](#)

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