

Board of Directors Board Meeting Minutes



June 10, 2025

BOARD MEETING

Ms. Liz Brennan, board president, called the Heartland AEA Board of Directors meeting to order at 4:02 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. Heather Sievers. *Absent:* Mr. Alex Piedras.

Administrative Staff Present: Mr. Kevin Fangman, Dr. Susie Meade, Ms. Jenny Ugolini, Mr. Brian Whalen and Dr. Cindy Yelick.

Approval of Agenda

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

Approval of Minutes from May 13 and 27, 2025

A MOTION was made by Dr. Rose and seconded by Mr. Evans to approve the minutes from May 13 and 25, 2025. The motion passed unanimously.

Public Forum & Correspondence

Mr. David Duff, a Heartland AEA school psychologist from Ankeny, IA, addressed the Board, asking for consideration to be released from his contract. He shared that his son has Prader-Willi Syndrome and that due to his son's health condition, he is often contacted by his son's school to pick him up. His resignation isn't about a job change or convenience; he needs a position that puts him closer to home and his son. He thanked board members for their consideration.

Discussion Items

Committed Funds Discussion

Mr. Brian Whalen, Heartland AEA Director of Business Services, discussed the Agency's committed funds. The Agency currently has funds committed for Phase 3 of additional remodeling for the Johnston Regional Education Center at 6500 Corporate Drive in Johnston. He recommends that the Board continue to commit these funds through the 2025-26 fiscal year as the Agency determines future needs. Committed funds can only be used for what they are committed to. They remain committed until the Board determines they are uncommitted. At that time, they return to the general fund for other purposes.

Board Policy 816 Disposal of Surplus Equipment & Furniture - Second Reading

Board members held a second reading of Board Policy 816: Disposal of Surplus Equipment & Furniture.

Board Policies: 101, 102 & 103

Mr. Kevin Fangman, Heartland AEA Chief Human Resources Officer, and Dr. Cindy Yelick, Heartland AEA Chief Administrator, reviewed edits to Board Policies 101, 102 and 103. Edits were made due to changes in state law. Mr. Fangman shared that the recommendations were based on advice from legal counsel. Gender identity is no longer a protected class in the state of Iowa. Retaining language about this would not be illegal, but would create risks, such as creating obligations not provided by the law and offering limited practical benefits, as Iowa no longer provides state-level remedy to claims. Board members reviewed and discussed each of the policies, asking about the Agency's complaint and investigation process for harassment and protections against bullying.

The Board recessed from 4:38 - 4:45 p.m.

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Storm Protection Fund

Mr. Whalen discussed the Storm Protection Fund introduced by Jester Insurance. If the Agency participates, it would offer additional protections for wind and hail damage at a lower deductible. The protection fund is being offered to all school districts and AEAs that use Jester Insurance. He anticipates an 80% participation rate, and a CPA firm would hold the funds.

Board of Directors Redistricting

Dr. Yelick shared that the AEAs have contracted with Jodi Flory to redistrict AEA director districts based on HF2612. The districts are drawn based on student population. She discussed that based on conversations with the Iowa Department of Education, the roles and functions of the Board will stay relatively the same. Four options were presented, and regardless of which one is chosen, every board member will have to rerun for their seat. Term limits will also need to be staggered between 2 and 4 years, so not everyone is up for re-election in the same year. The superintendent positions (4 total) will be elected by their colleagues and serve at-large. If board members do not plan to re-run for election, they were asked to notify the board secretary.

Summer Meeting Schedule

Dr. Yelick shared that an additional board meeting will need to be held in June to approve the personnel report and time-sensitive contracts. Board members will be polled for their availability. Members also decided that no meetings would be held in July, and the August meeting would be a regular meeting and not a retreat.

Indianola CSD & Heartland AEA Letter of Understanding for Use of Space

Board members reviewed the Letter of Understanding between Heartland AEA and the Indianola CSD for the use of office space.

Action Items

Commitment of Funds

A MOTION was made by Mr. Kinley and seconded by Ms. Sievers to retain the current commitment of funds. The motion passed unanimously.

Board Resolution to Participate in the Storm Protection Fund, an Iowa Code Chapter 28E Entity & Chapter 670 Risk Pool

A MOTION was made by Dr. Rose and seconded by Ms. Sievers to resolve to participate in the storm protection fund. Ayes: Borgen, Evans, Kinley, Mays-Sims, Rose, Schwenk and Sievers. Abstained: Brennan. Absent: Piedras. The motion passed.

Board Policy 816 Disposal of Surplus Equipment and Furniture - Second reading

A MOTION was made by Mr. Evans and seconded by Ms. Schwenk to approve the revised board policy 816 as presented. The motion passed unanimously.

Board Policies: 101, 102 & 103

A MOTION was made by Dr. Rose and seconded by Mr. Evans to table approval of Board Policies 101, 102 and 103 until a second reading in June. The motion passed unanimously.

Board of Directors Redistricting

A MOTION was made by Mr. Kinley and seconded by Ms. Sievers to table the Board of Directors' redistricting until the next meeting. The motion passed unanimously.

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Indianola CSD & Heartland AEA Letter of Understanding for Use of Space

A MOTION was made by Dr. Rose and seconded by Mr. Evans to approve the Letter of Understanding between Indianola CSD and Heartland AEA for use of space. The motion passed unanimously.

Consent Agenda

Ms. Sievers reviewed and reported on the Agency's financial statements. Revenues are doing well due to good budgeting. The state cuts impacted the Agency's budget by around \$2 million. Expenses were fine, and salaries and benefits are down. She noted that capital expenses are up, as they were planned internal technology upgrades. A MOTION was made by Ms. Mays-Sims and seconded by Mr. Kinley to approve the consent agenda, including payment of warrant numbers 422495 through 422605 and electronic warrant numbers 53467 through 53869. The motion passed unanimously.

- Purchase Orders:
 - Amazon Web Services - \$30,000.00
 - IP Pathways - \$167,280.00
 - AVI Systems Inc., DBA Forte' - \$20,459.96
 - Cottingham & Butler - \$42,000.00
 - Convergeone, Inc. - \$31,317.65
- Transportation Agreements for 2025-26
 - Adair-Casey CSD
 - Baxter CSD
 - Bondurant-Farrar CSD
 - Carlisle CSD
 - Carroll CSD
 - Guthrie Center CSD
 - Knoxville CSD
 - North Polk CSD
 - Roland-Story CSD
 - SE Warren CSD
 - United CSD
 - Waukee CSD
 - West Des Moines CSD
 - Winterset CSD
- Contracts for Transfer of State Funding between Heartland AEA and:
 - Adair-Casey CSD
 - Ames CSD
 - Audubon CSD
 - Collins-Maxwell CSD
 - Colo-NESCO CSD
 - Dallas Center-Grimes CSD
 - Guthrie Center CSD
 - Interstate 35 CSD
 - Johnston CSD
 - Knoxville CSD
 - Nevada CSD
 - Newton CSD
 - PCM CSD
 - Pella CSD
 - Roland-Story CSD
 - South Central Calhoun CSD

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- Urbandale CSD
- Van Meter CSD
- Woodward-Granger CSD
- Lease Extension to Lease Between Des Moines Area Community College and Heartland AEA (Carroll Campus)
- Lease Extension to Lease Between Des Moines Area Community College and Heartland AEA (Newton Campus)
- Iowa Educational Services for the Blind and Visually Impaired (IESBVI) 2025-26 Professional Services Contractual Agreement
- Boone CSD and Heartland AEA 2025-26 Service Agreement for Barb Sersland
- Newton CSD and Heartland AEA 2025-26 Service Agreement for Hanna Hollamby
- Guthrie Center CSD and Heartland AEA Letter of Understanding for Use of Space for 2025-26

Chief Administrator Comments

- Dr. Yelick shared that the school year has wound down. She noted that the Agency has budgeted as well as it can, given the circumstances. She thanked board members for their continued work and support.
- Ms. Valerie Hubert was welcomed as a new executive assistant who is learning about board practices.

Board Member Comments

- Dr. Rose shared that the impact of federal cuts to Iowa Public Radio could impact the free radio reading services to print-disabled listeners throughout Iowa.
- Dr. Rose noted the attendance of several board members at an Interfaith Alliance event in May.

A MOTION was made by Mr. Kinley and seconded by Dr. Rose to adjourn. The motion passed unanimously, and the meeting adjourned at 5:42 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. – 4:00 p.m.

A handwritten signature in black ink that reads "Elizabeth Brennan".

Ms. Liz Brennan
Board President

A handwritten signature in blue ink that reads "Jenny Ugolini".

Ms. Jenny Ugolini
Board Secretary