

Board of Directors

Board Meeting Minutes



Feb. 14, 2023

BOARD MEETING

Mr. Pete Evans, board president, called the meeting of the Heartland AEA Board of Directors to order at 4:01 p.m.

Board Members Present: Ms. Sheri Benson, Ms. Liz Brennan, Mr. Pete Evans, Mr. John Kinley and Dr. Steve Rose. Ms. Margaret Borgen and Ms. Tiara Mays arrived immediately following roll call. *Absent:* Mr. Alex Piedras and Ms. Margie Schwenk.

Administrative Staff Present: Ms. Sheila King, Dr. Jon Sheldahl, Mr. Kurt Subra and Ms. Jenny Ugolini.

Approval of Agenda

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

Approval of Minutes from Jan. 10 & 31, 2023

A MOTION was made by Mr. Kinley and seconded by Ms. Benson to approve the minutes from Jan. 10 & 31, 2023. The motion passed unanimously.

Public Forum and Correspondence

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

Work Session

Board Self-Evaluation Review

Board members reviewed the results of their annual self-evaluation. They discussed how they could be more intentional about gathering feedback from stakeholders, specifically parents, about agency services. They also discussed visibility so parents are more aware of Heartland AEA, its staff and responsibilities. Dr. Jon Sheldahl, Heartland AEA Chief Administrator, will bring school data to a future board meeting for review.

Discussion Items

Amended 2022-23 Budget and Proposed 2023-24 Budget

Mr. Kurt Subra, Heartland AEA Chief Financial Officer, reviewed the amended 2022-23 budget and proposed 2023-24 budget. He noted that the legislature set Supplemental State Aid (SSA) at 3%. He reviewed the Agency's revenue trends and discussed American Rescue Plan (ARP) funds. ARP funds are one-time funding that must be spent by June 30, 2023. Heartland AEA is using the funds in two primary one-time costs: 1) training around ACHIEVE (Iowa's online system to develop IFSPs and IEPs) and 2) conference room/office renovations and furnishings by using an equivalent amount of state/local resources.

Chief Administrator Updates

- **Succession Planning** - Dr. Sheldahl reviewed changes to the Agency's organizational chart due to recent resignations and retirements. He shared transitions within the Agency Planning Council (APC) structure that takes advantage of existing experience and supports the priorities of the incoming chief administrator.
- **Legislative Update** - Dr. Sheldahl shared that he attended the Iowa Association of School Boards' Day on the Hill event today. It was an opportunity to advocate for students. He reviewed a list of current legislative bills and discussed how the AEAs and other educational organizations were registered in support or opposition to them.

Johnston REC Remodel Update

Mr. Subra shared recent photos of the Johnston REC remodeling project. The project is progressing well and on schedule.

Board of Directors Board Meeting Minutes



Feb. 14, 2023

Public Hearing on Budget

A MOTION was made by Ms. Benson and seconded by Ms. Mays to open the public hearing on the FY2022-23 amended budget and the FY2023-24 proposed budget. The motion passed unanimously. The hearing opened at 5:31 p.m. There was no one from the public present to speak during the hearing. A MOTION was made by Mr. Kinley and seconded by Ms. Brennan to close the public hearing at 5:32 p.m.

2023-24 Agency Calendar

Board members reviewed the 2023-24 agency calendar.

Action Item

Amended 2022-23 Budget and Proposed 2023-24 Budget

A MOTION was made by Mr. Kinley and seconded by Dr. Rose to approve the Amended 2022-23 Budget and Proposed 2023-24 Budget. The motion passed unanimously.

2023-24 Agency Calendar

A MOTION was made by Ms. Brennan and seconded by Ms. Benson to approve the 2023-24 agency calendar. The motion passed unanimously.

Consent Agenda

Mr. Evans reviewed the financial statements and indicated the Agency's financials are steady and clear. He noted more seasonable federal and state monies going to Des Moines Public Schools and a bump in interest income. Employee travel expenditures are approaching normal post-pandemic. A MOTION was made by Ms. Benson and seconded by Ms. Brennan to approve the consent agenda *with the removal of the Perspective Consulting Renewal Contract* and including payment of warrant numbers 417924 through 418125 and electronic warrant numbers 41718 through 42159. The motion passed unanimously.

- Personnel Report and Addendum
- Purchase Orders:
 - All-Makes - \$795,873.82
 - Conference Technologies - \$20,586.90
- Perspective Consulting Renewal Contract - **Tabled**

Chief Administrator Comments

- There were no chief administrator comments.

Board Comments

- There were no Board comments.

Board of Directors Board Meeting Minutes



Feb. 14, 2023

EXEMPT SESSION

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

A MOTION was made by Ms. Brennan and seconded by Ms. Benson to enter an exempt session as provided in Section 20.17(3) of the Iowa Code to discuss the 2023-24 negotiation session. A roll call vote was taken. The Board of Directors entered into an exempt session at 5:39 p.m.

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

The Board of Directors exited the exempt session at 5:46 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.

A handwritten signature in black ink, appearing to read "P. Evans", written over a horizontal line.

Mr. Pete Evans
Board President

A handwritten signature in purple ink, appearing to read "Jenny Ugolini", written over a horizontal line.

Ms. Jenny Ugolini
Board Secretary