

Board of Directors Board Meeting Minutes



OCT. 8, 2024

BOARD MEETING

Ms. Margaret Borgen, board president, called the meeting of the Heartland AEA Board of Directors to order at 4:03 p.m.

Board Members Present: Ms. Margaret Borgen, Ms. Liz Brennan, Mr. John Kinley, Ms. Tiara Mays-Sims, Mr. Alex Piedras, Dr. Steve Rose and Ms. Margie Schwenk. *Absent:* Mr. Pete Evans and Ms. Kelly Simmons.

Administrative Staff Present: Ms. Jenny Ugolini and Dr. Cindy Yelick. Mr. Kevin Fangman and Dr. Kristi Upah joined the meeting at 5:30 p.m.

Approval of Agenda

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

Approval of Minutes from Sept. 10, 2024

A MOTION was made by Dr. Rose and seconded by Mr. Kinley to approve the minutes from Sept. 10, 2024. The motion passed unanimously.

Public Forum and Correspondence

There was no one present from the public to speak to the Board.

CLOSED SESSION

Closed Session – Chief Administrator Evaluation

A MOTION was made by Mr. Kinley and seconded by Dr. Rose to evaluate the Chief Administrator as provided in Chapter 21.5(1)(i) of the Iowa Code.

A roll call vote was taken. The Board of Directors entered into a closed session at 4:05 p.m.

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

The Board of Directors exited the closed session at 4:50 p.m.

The Board recessed for dinner from 4:50 to 5:30 p.m.

Discussion Items

Chief Administrator's Report

Dr. Yelick provided an update on recent events and upcoming activities.

- The IASB Annual Convention is Nov. 20-22, 2024. Mr. Kinley will represent the Board during the delegate assembly.
- Jan. 27-28, 2025 will be the Day on the Hill, in partnership with SAI, IASB and Iowa's AEAs. It will include a legislative presentation and dinner on Jan. 27 and advocating at the capitol on Jan. 28.
- The Oct. 1 Heartland Administrators' Association meeting focused on chronic absenteeism and what are now considered exempt absences.

Board of Directors

Board Meeting Minutes



OCT. 8, 2024

- Dr. Yelick is meeting with small groups of superintendents this fall. It's an opportunity to collect feedback about AEA services and other district issues.
- The Agency's internal Chat with the Chief sessions began in September. The meeting was quiet at first then there were numerous questions about long-term expectations.

New Staff Numbers

Mr. Kevin Fangman, Heartland AEA Chief Human Resources Officer, reviewed the new staff demographics for this hiring season. There were 28 employees hired from September 2023 through September 2024. The average years of experience was 9.25 years.

Board Self-Evaluation

Board members will review the questions for their annual self-evaluation and submit changes to Ms. Ugolini by Oct. 11. She will send out the survey next week for review and discussion at the November meeting.

Board Holiday & Recognition Options

Board members discussed whether they wanted to have a social meal following the December board meeting or do something during School Board Recognition Month in May.

Action Items

Level I Investigators

A MOTION was made by Ms. Brennan and seconded by Ms. Mays-Sims to approve the Level I list of investigators. The motion passed unanimously.

Ahlers Cooney Legal Representation Related to Funding Agreement (Waiver)

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

Ballard Title I Funding Agreement

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

Consent Agenda

Ms. Margie Schwenk reviewed the financial statements. She shared that the Agency's balance is good, but it's due to reduced spending and carryover funds. Many expenditures have decreased, including salaries and benefits due to fewer staff. A MOTION was made by Ms. Mays-Sims and seconded by Dr. Rose to approve the consent agenda including payment of warrant numbers 421677 through 421771 and electronic warrant numbers 50260 through 50626. The motion passed unanimously.

- Personnel Report (No amendment)
- Purchase Orders
 - *Kaseya* - \$46,155.60
 - *Ironscales* - \$116,600.00
- Skip the Trip Memorandum of Understanding (MOU)
- Agreement between Heartland AEA and West Des Moines CSD (C. Esser)
- Memorandum of Understanding between Heartland AEA and Southeast Polk CSD
- Agreement for Shared Services between Heartland AEA and the Iowa Association of AEA's (Braille Services)
- Memorandum of Understanding between Heartland AEA and Perry CSD
- 2024-25 Service Agreement between Heartland AEA and Nodaway Valley CSD

Board of Directors Board Meeting Minutes



OCT. 8, 2024

Chief Administrator Comments

- Dr. Yelick shared that the Agency is working hard to move the system forward and do what's best for kids.

Board Member Comments

- Dr. Rose commented on his visit to the Heartland AEA library and how helpful the staff was. He noted the numerous professional development resources available to teachers and administrators.
- Ms. Borgen reminded board members to complete their annual self-evaluation in the next couple of weeks.

Adjournment

There being no further business, the meeting adjourned at 6:19 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 "Margaret A. Borgen".

Ms. Margaret Borgen
Board President

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

Ms. Jenny Ugolini
Board Secretary