



Heartland Area Education Agency
Board of Directors Meeting Agenda
March 9, 2010

Work Session: 3:00 – 5:00 p.m.
Regular Board Meeting: 5:30 p.m.
Location: 6445 Corporate Drive, Johnston, Board Room

Participants:

Dr. Jane Bell Board Member	Mr. Cal Halliburton Board Member	Ms. Ann Wilson President	Ms. Sheila King Interim Chief Administrator
Ms. Margaret Borgen Board Member	Dr. Steve Rose Board Member	Ms. Nola Bond Director of Human Resources	Mr. Steve Prall Chief of Operations/Executive Officer
Dr. Earl Bridgewater Vice President	Ms. Marcy Sparks Board Member	Ms. Laura Gillon Chief of Staff/Executive Officer	Ms. Jenny Ugolini Board Secretary
Mr. Bruce Christensen Board Member	Mr. Nels Turnquist Board Member	Mr. David King Director of Finance and Business Services	

Facilitator: Ms. Ann Wilson

Recorder: Jenny Ugolini

Board Work Session (3:00 – 5:00 p.m.)

Time	Topic/Process	Presenter/ Staff Resource	Outcome
20 minutes	Heartland Website	Arletta Dawson	<ul style="list-style-type: none"> Board members will be updated on the newly designed Heartland Website
40 minutes	Accreditation	Kristi Upah, Dave Tilly	<ul style="list-style-type: none"> Service Tracker Timeline and process
60 minutes	Closed Session in Accordance with Code of Iowa, Section 21.09*	Nola Bond	

1. Regular Board Meeting (5:30 p.m.)

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 minutes	1.01 Roll Call	Jenny Ugolini	<ul style="list-style-type: none"> Record attendance.
	1.02 Approval of Agenda	Ann Wilson	<ul style="list-style-type: none"> Review and approval of the agenda. Additions or deletions may be made at this time in accordance with board policy and the open meeting requirements.
	1.03 Public Forum	Ann Wilson	<ul style="list-style-type: none"> Hear comments from members of the public.

2. Board Recognition

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 minutes	2.01 Board Recognition – Heartland Leadership Development <ul style="list-style-type: none"> Dennis Wulf, Supt., Norwalk Community School District 	Sharon Kurns	<ul style="list-style-type: none"> Evidence of partnerships. Recognition of contributions of staff and partners.

3. Discussion Items

Time	Topic/Process	Presenter/ Staff Resource	Outcome
10 minutes	3.01 28E DMACC Intercampus Mail Agreement	Steve Prall	Outcome: Board members will be updated on the progress made with the interoffice delivery service agreement between Heartland and DMACC. Handout: To be sent at later date.
10 minutes	3.02 Regional Education Centers	Steve Prall	Outcome: Board members will be updated on the progress made with the Regional Education Centers. Handout: None
15 minutes	3.03 Van Lease Contract	Steve Prall, David King	Outcome: Board members will review new lease agreement for agency vans. Handout: To be sent at later date.
15 minutes	3.04 IEC (Iowa Educators Consortium)	Sheila King	Outcome: Board members will be updated on the response to the Des Moines Register article. Handout: None
15 minutes	3.05 Update on Agency Initiatives and Program Planning	Sheila King, Laura Gillon, Steve Prall	Outcome: Follow-up from January conversations on Agency work and understand Cabinet work related to program planning and budget reductions. Handout: None

4. Closed Session

Time	Topic/Process	Presenter/ Staff Resource	Outcome
60 – 90 minutes	4.01 Closed Session in Accordance with Code of Iowa, Section 21.5(1)(c)**	Steve Prall, Greg Wilcox	

5. Action Items

Time	Topic/Process	Presenter/ Staff Resource	Outcome
10 minutes	5.01 Closed Session Recommendation	Nola Bond	Handout: None Administrative Recommendation: approval
	5.02 Closed Session Recommendation	Steve Prall, Greg Wilcox	Handout: None Administrative Recommendation: approval
	5.03 28E DMACC Intercampus Mail Agreement	Steve Prall, David King	Handout: 28E Agreement for Delivery Services Administrative Recommendation: approval
	5.04 Van Lease Contract	Steve Prall David King	Handout: To be sent at later date. Administrative Recommendation: approval

6. Consent Agenda

Time	Topic/Process	Presenter/ Staff Resource	Outcome
5 minutes	6.01 Personnel Report	Nola Bond	Handout: Personnel Report Administrative Recommendation: approval
	6.02 Bills	Nels Turnquist	Handout: Available at meeting Administrative Recommendation: approval
	6.03 Minutes from February 9, 15 and 24, 2010	Ann Wilson	Handout: Minutes Administrative Recommendation: approval

6.04	AEA 11 and Youth Emergency Services & Shelter 2010-11 Service Agreement	Laura Gillon	Handout: AEA 11 and Youth Emergency Services & Shelter Agreement Administrative Recommendation: approval
6.05	AEA 11 and South Central Youth & Family Services 2010-11 Service Agreement	Laura Gillon	Handout: AEA 11 and South Central Youth & Family Services Agreement Administrative Recommendation: approval
6.06	AEA 11 and Youth and Shelter Services 2010-11 Service Agreement	Laura Gillon	Handout: AEA 11 and Youth and Shelter Services Agreement Administrative Recommendation: approval
6.07	AEA 11 and Quakerdale 2009-10 Service Agreement	Laura Gillon	Handout: AEA 11 and Quakerdale Services Agreement Administrative Recommendation: approval
6.08	AEA 11 and Community, Family & Youth Services 2010-11 Service Agreement	Laura Gillon	Handout: AEA 11 and Community, Family & Youth Services Agreement Administrative Recommendation: approval
6.09	AEA 11 and Warren County Public Health Agreement	Laura Gillon	Handout: AEA 11 and Warren County Public Health Agreement Administrative Recommendation: approval

7. Board Comments

8. Interim Chief Administrator Comments

9. Adjourn

Informational Materials:

- Monthly Calendar
- Comparison of Post-Employment Benefit vs. Unemployment

Next Meeting Date: **Monday, April 12, 2010**
Joint Board Meeting with DMACC
Newton DMACC Campus
Joint Meeting 3:00 – 4:00 p.m.
Regular Meeting 4:15 p.m. (No dinner)

*A closed session is permitted by the Code of Iowa to discuss negotiations or legal matters. This requires a motion for a closed session. Recommended language for a motion or closed session: I move that we hold a closed session as provided in Section 21.9 of the Code of Iowa to discuss the 2010-11 negotiation process.

**The Board will enter into closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would likely to prejudice or disadvantage the position of the governmental body in that litigation. Code of Iowa, Section 21.5(1)(c).