

**AEA 11 Board of Directors**

**6500 Corporate Drive**

**Johnston, Iowa**

**Wednesday, July 1, 2009**

**MINUTES**

**REGULAR BOARD MEETING**

Board President Ms. Ann Wilson called the regular meeting of the Heartland AEA Board of Directors to order at 5:39 p.m.

Board Members Present: Dr. Jane Bell, Mr. Bruce Christensen, Dr. Steven Rose, Ms. Marcy Sparks, Mr. Nels Turnquist and Ms. Ann Wilson *Absent:* Dr. Earl Bridgewater and Dr. George Jackson

Ms. Margaret Borgen arrived at 5:45 p.m.

Administrative Staff Present: Ms. Laura Gillon, Mr. David King, Ms. Sheila King, Mr. Steve Prall, Dr. David Tilly and Ms. Jenny Ugolini

*Approval of Agenda*

An amendment was made to the board agenda to remove all action items related to the district petitions to join Heartland AEA. Ms. Wilson shared with the Board that the petitions were out of order and did not meet statute requirements (Iowa Code 273.22, Section 7). The Board did not have the authority to take action. MOTION was made by Dr. Steve Rose and seconded by Ms. Marcy Sparks to approve the amended agenda. Motion carried unanimously.

*Public Forum*

No one was present from the public to address the Board of Directors.

***Discussion Items***

*2005 Chief Administrator Search Process*

Dr. David Tilly reviewed the timeline and process involved in the 2005 chief administrator search. Dr. Dave Else was hired as the search firm and the position was advertised nation-wide in October. The applicant pool was narrowed down and interviews were held in November and December. A final candidate was announced prior to the new year. The process was very thorough and well planned, however was time consuming.

*Upcoming Search Process*

Dr. Tilly provided a draft timeline of the 2009-10 chief administrator search process. The only decision that has been made to date has been that Dr. Bridgewater has agreed to oversee the search firm Request For Proposals (RFPs). He will do so in coordination with all board members.

Board members offered their comments about the chief administrator search process.

- Lesson the time given for search firms to submit an RFP, however build in more time for their interviews.
- Board members would like the dates of the candidate interviews confirmed by November so they can plan accordingly.
- January was recommended as a strategic time to hold interviews.
- Heartland staff should be involved in the interview process.

Dr. Tilly will revise the timeline and post it on Basecamp for all board members to access. Board members will revisit this topic at the August board meeting.

### *Search Firms*

The profiles of several search firms were sent to board members for review. The board was given time to make comments and suggestions about the firms:

- Is there a benefit to eliminating Iowa firms?
- Firms that may offer a broad perspective and range based on their biography: BWP and Associates, Hazard, Young, Attea and Associates, Heidrick and Struggles International, PROACT Search and Sockwell & Associates.
- Linkage was added to the list and their information will be placed on Basecamp.

Board members were encouraged to keep reading through materials and online. The list will be narrowed down to three firms in August with interviews held in September.

### *July 27 Board Retreat*

Board Leadership and Executive Council met to discuss possible topics for the July 27 Board retreat. Board members were asked to pick their top three topics and submit to Ms. Wilson. An outline of the retreat will be developed from those choices.

### *Action Items*

District Petitions: The agenda was amended and the petitions removed as they do not meet statute.

IASB Legislative Priorities: Tabled until August 11 Board meeting.

### *Consent Agenda*

Personnel Report  
Bills (Ann Wilson)  
Minutes of June 9 and 12, 2009 Meetings  
Purchase Orders: Iowa Educators Consortium  
Adel Lease Purchase Agreement

A MOTION was made by Mr. Nels Turnquist and seconded by Dr. Jane Bell to approve the consent agenda including payment of warrant numbers 00340289 through 00340988. Ms. Wilson reviewed the bills and stated everything was in order. Motion carried unanimously.

### *Board Comments*

Ms. Ann Wilson and Dr. Jane Bell attended the retirement party of Dr. George Jackson from Iowa State University. There were many people in attendance and it was a nice afternoon.

### *Adjournment*

A MOTION was made by Ms. Margaret Borgen and seconded by Dr. Jane Bell to adjourn the meeting. Motion carried. The regular meeting was adjourned at 7:10 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, 515/270-9030 ext. 14441, Monday through Friday, 7:30 a.m. – 4:30 p.m.

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Ms. Ann Wilson  
Board President

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Ms. Jenny Ugolini  
Board Secretary

*Heartland Area Education Agency is dedicated to enriching people's lives. We are partners for learning who provide cutting-edge services for children and youth, families, schools and communities. Heartland AEA is a pro-active and caring organization fueled by a passion for excellence in all we do. We are committed, every day, to helping people grow, develop and learn. Heartland Area Education Agency 11 does not discriminate based on gender, gender identity, race, national/ethnic origin, creed, age, marital status, sexual orientation, or disability.*