



Heartland Area Education Agency
Board of Directors Meeting Agenda
December 8, 2009

Board Meeting: 5:30 p.m.

Location: Heartland AEA, 6445 Corporate Drive, Johnston

Board members will be present via phone conference due to inclement weather

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 | Dr. Chris Pierson Assistant Director of Human Resources |
| Dr. Earl Bridgewater Vice President | Ms. Marcy Sparks Board Member | Ms. Laura Gillon Chief of Staff/Executive Officer | Mr. Steve Prall Chief of Operations/Executive Officer |
| Mr. Bruce Christensen Board Member | Mr. Nels Turnquist Board Member | Mr. David King Director of Finance and Business Services | Ms. Jenny Ugolini Board Secretary |

Facilitator: Ms. Ann Wilson

Recorder: Jenny Ugolini

Public Hearing

| Time | Topic/Process | Presenter/ Staff Resource | Outcome |
|-----------|-------------------|------------------------------|---|
| 5 minutes | Technology Bunker | Steve Prall | <ul style="list-style-type: none"> Input from public Clarification and understanding of construction of technology bunker |

1. Regular Board Meeting

| 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. Discussion Items

| Time | Topic/Process | Presenter/ Staff Resource | Outcome |
|------------|---------------------------------|------------------------------|---|
| 10 minutes | 2.01 Budget Landscape | Sheila King | <p>Outcome: Board members will be updated on the current budget landscape</p> <p>Handout: Pending</p> |
| 10 | 2.02 Regional Education Centers | Steve Prall | <p>Outcome: Board members will be updated on the progress made with the Regional Education Centers</p> <p>Handout: None</p> |

3. Action Items

| Time | Topic/Process | Presenter/ Staff Resource | Outcome |
|-----------|---|------------------------------|---|
| 5 minutes | 3.01 Early Retirement Requests | Nola Bond | <p>Handout: Early retirement list</p> <p>Administrative Recommendation: approval</p> |
| 5 minutes | 3.02 Technology Bunker Bid – General Construction, Brocon Services, LLC | Steve Prall | <p>Handout: Letter of recommendation for General Construction, Brocon Services, LLC.</p> <p>Administrative Recommendation: approval</p> |

4. Consent Agenda

| Time | Topic/Process | Presenter/ Staff Resource | Outcome |
|--------------|--|------------------------------|--|
| 5 minutes | 4.01 Personnel Report | Nola Bond | Handout: Personnel Report Administrative Recommendation: approval |
| | 4.02 Bills | Cal Halliburton | Handout: Available at meeting Administrative Recommendation: approval |
| | 4.03 Minutes from November 10, 2009 | Ann Wilson | Handout: Minutes Administrative Recommendation: approval |
| | 4.04 Purchase Orders – <i>Iowa School for the Deaf - \$30,772.50</i> | Laura Gillon | Handout: Iowa School for the Deaf Administrative Recommendation: approval |

5. Board Comments

6. Interim Chief Administrator Comments

7. Adjournment

Informational Materials:

- Monthly Calendar

Next Meeting Date: January 12, 2010

Agenda items for January:

- 2008-09 Audit