



**CENTRAL RIVERS AEA BOARD OF DIRECTORS WORK SESSION MINUTES**  
**1521 Technology Parkway, Cedar Falls, IA 50613**  
**December 5, 2018 - 4:30 P.M.**

**CALL WORK SESSION TO ORDER**

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Work Session to order at 4:37 P.M. Board members present were Bryan Burton, Maureen Hanson, Roberta Kraft-Abrahamson, Dr. George North, and Dr. Tony Reid. Dr. Darshini Jayawardena attended via Zoom and Dennis Craun, Jr. joined the work session at 5:24 P.M. Absent was David Giese. Also present were Sam Miller and Lori Thomas,

**APPROVAL OF WORK SESSION AGENDA**

Bryan Burton made a motion, seconded by Dr. Tony Reid to approve the agenda for the work session as presented. Motion carried unanimously.

**CHIEF ADMINISTRATOR'S PD PLAN UPDATE**

Sam Miller updated the board on his goals and action plan for 2018-19. He reported on seven areas: lead implementation of Social Emotional Learning; develop and lead a positive culture; maintain the fiscal integrity of the agency; facilitate the work of the Administrative Cabinet in decision-making; consult with school leaders on individual district needs; advocate with state and federal legislators; and facilitate the work of the Superintendents' Advisory Committee.

**ADJOURN**

Dr. Debra Rich declared the work session adjourned at 5:25 P.M. on a motion by Bryan Burton and seconded by Roberta Kraft-Abrahamson.

**CENTRAL RIVERS AEA BOARD OF DIRECTORS MEETING MINUTES**  
**1521 Technology Parkway, Cedar Falls, IA 50613**  
**December 5, 2018 - 6:00 P.M.**

**CALL TO ORDER – WELCOME VISITORS**

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Meeting to order at 6:04 P.M. Board members present were Bryan Burton, Dennis Craun, Jr., Maureen Hanson, Roberta Kraft-Abrahamson, Dr. George North, and Dr. Tony Reid. Absent were David Giese and Dr. Darshini Jayawardena. Staff members present were Sam Miller, Lori Thomas, Michael Kalvig, Karl Kurt, Beth Strike, Amy Knupp, Dr. Jon McKenzie, and Glenn Maring (technology support).

## **APPROVAL OF AGENDA**

Roberta Kraft-Abrahamson made a motion, seconded by Bryan Burton to approve the agenda as presented. Motion carried unanimously.

## **APPROVAL OF CONSENT AGENDA**

Dr. George North made a motion, seconded by Maureen Hanson to approve the consent agenda. Motion carried unanimously.

## **PROGRAM REVIEW**

Lori Thomas, Executive Assistant/Board Secretary shared information with the board regarding the agency using Google for future board meeting agendas. Lori thanked Phil Hendricks, Web Developer/Programmer for his assistance in ensuring the Google documents meet accessibility requirements.

## **DISTRICT BUS ROUTES**

Bryan Burton made a motion, seconded by Dr. Tony Reid to approve the bus routes for the districts that have submitted their routes. Motion carried unanimously.

## **SET MEETING DATES FOR NOVEMBER AND DECEMBER 2019**

Maureen Hanson made a motion, seconded by Roberta Kraft-Abrahamson to set November 6, 2019, and December 4, 2019, as board meeting dates. Due to a conflict with December 4, 2019, being the 2019 AESA Conference date, Maureen Hanson made a motion to amend her previous motion by striking out the December 4, 2019, date and inserting the date of December 11, 2019. Roberta Kraft-Abrahamson seconded the amended motion. The amended motion carried unanimously.

## **REPORTS TO/FROM BOARD**

### **Amy Knupp's Report**

Amy reported on weighted enrollment and shared that the total number of special education students increased. Amy updated the board on the lawsuit that has been filed against the Cedar Falls Community School District and Central Rivers Area Education Agency.

### **Dr. Jon McKenzie's Report**

Jon updated the board on the progress of the Iowa Statewide Assessment, which has not yet been finalized.

### **Beth Strike's Report**

Beth reported to the board on Creative Services number of print orders. Beth also thanked Michael Kalvig, CFO for his work with the financial side of Creative Services and praised his knowledge of the print business.

### **Karl Kurt's Report**

Karl shared on Quantum Workplace and explained how staff can use the site to set goals, both personal and organizational.

### **Sam Miller's Report**

Sam reported on the recent AESA Conference held in Colorado Springs. He recognized Dr. Dana Miller and Rusti Sparks for their presentation on Social Emotional Learning. Sam also recognized Kortney Sharp-Owen, Joe Kremer, and Judy Moser for their session on Standards-Based IEPs. Both sessions were well attended and received praise from the attendees.

Sam thanked the board for approving the Retirement Incentive, which allows the agency to plan ahead to fill positions. Sam reminded the board that January 2, 2019, is the next board meeting and invited the board to attend the January 9, 2019, Superintendents' Meeting to hear Dr. Anthony Muhammad's presentation.

### **Bryan Burton's Report**

Bryan thanked the agency's staff members for their support of the Boys & Girls Club. Agency staff are volunteering their time to support the Fun with Frosty event on December 12 and are also purchasing holiday gifts for four families.

### **Maureen Hanson's Report**

Mareen shared that she attended the AESA Conference in Colorado Springs and after hearing the presentation by Darrell Scott whose daughter was killed in the Columbine shooting; she is grateful that Iowa's AEAs are addressing students mental health needs.

### **Roberta Kraft-Abrahamson's Report**

Roberta shared that she sends a thank you message to those who submit their retirement letter to thank them for their years of service to the agency.

### **Dr. Debra Rich's Report**

Deb shared that she takes a Profile of Savings from AEA Purchasing to her district board visits and the districts appreciate knowing how much they saved. She also reported that she attended the IAAEA Executive Board meeting in conjunction with the IASB Convention. Deb and several other board members attended the IASB convention.

### **ADJOURN**

Dr. Debra Rich declared the meeting adjourned at 7:08 P.M. on a motion by Roberta Kraft-Abrahamson and seconded by Bryan Burton. Motion carried unanimously.

### **Respectfully Submitted,**



Lori Thomas, Central Rivers AEA Board Secretary



1-2-18

Dr. Debra Rich, Central Rivers AEA Board President