



**CENTRAL RIVERS AEA BOARD OF DIRECTORS WORK SESSION MINUTES**  
**1521 Technology Parkway, Cedar Falls, IA 50613**  
**February 27, 2019 - 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 4:36 p.m. Those in attendance were: Dennis Craun, David Giese, Dr. George North, and Dr. Tony Reid. Attending via Zoom were Bryan Burton, Maureen Hanson, and Roberta Kraft-Abrahamson. Absent was Dr. Darshini Jayawardena.

Also in attendance were Sam Miller, Lori Thomas, Mike Kalvig, Karl Kurt, ESSDACK Trainer Tamara Konrade, and via Zoom was Beth Strike.

**APPROVAL OF AGENDA**

Dr. Tony Reid made a motion to approve the agenda as presented, seconded by Dr. George North. Motion carried unanimously.

**INSPIRED LEADERSHIP TRAINING WITH TAMARA KONRADE**

Tamara explained the seven levels of energy and what each level means, along with ways people can increase their anabolic energy. Tamara and a co-trainer are also conducting the culture audit for the agency and Tamara shared that they should have a report for the board within four to six weeks. Tamara commended the board for investing in the agency staff.

**ADJOURN WORK SESSION**

Dr. Debra Rich declared the Work Session adjourned at 5:57 p.m. on a motion by David Giese and seconded by Dr. George North. Motion carried unanimously.

**CENTRAL RIVERS AEA BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
**1521 Technology Parkway, Cedar Falls, IA 50613**  
**February 27, 2019 - 6:00 P.M.**

**CALL TO ORDER – WELCOME VISITORS**

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Regular Meeting to order at 6:05 p.m. Those in attendance were: Dennis Craun, David Giese, Dr. George North, and Dr. Tony Reid. Attending via Zoom were Maureen Hanson, who left the meeting at 7:20 p.m., and Roberta Kraft-Abrahamson. Absent were Bryan Burton and Dr. Darshini Jayawardena.

Also in attendance were Sam Miller, Lori Thomas, Mike Kalvig, Karl Kurt, Amy Knupp, Jon McKenzie, Beth Strike via Zoom, and Bryan Knecht, technology support.

### **APPROVAL OF AGENDA**

Dr. George North made a motion to approve the agenda as presented, seconded by Dennis Craun. Motion carried unanimously.

### **APPROVAL OF CONSENT AGENDA**

David Giese made a motion to approve the consent agenda as presented, seconded by Dennis Craun. Motion carried unanimously.

### **BOARD POLICY 401.33 AND REGULATIONS**

Maureen Hanson made a motion to approve the first reading of new Board Policy 401.33 (Drug & Alcohol Testing Program) and Regulations 401.33R1, 401.33R2, and 401.33R3, seconded by David Giese. Motion carried unanimously.

### **BIDDING FOR FIRE ALARMS**

Dr. George North made a motion to approve the recommended low bids for upgrading the fire alarm systems in the Clear Lake and Marshalltown facilities, seconded by David Giese. Motion carried unanimously.

### **MEDIA VAN PURCHASE**

David Giese made a motion to approve the purchase of two Media vans at the recommended lowest bid, seconded by Dr. Tony Reid. Motion carried unanimously.

### **APPROVAL OF COLLECTIVE BARGAINING AGREEMENT (2019-20 & 2020-21); AND ADMINISTRATIVE GUIDELINES; AND CONTRACTS FOR THE CENTRAL RIVERS AEA EDUCATION ASSOCIATION AND CWA FOR 2019-20. APPROVAL OF NUSS AND ADMIN SALARY INCREASES (2019-20 & 2020-21) AND CONTRACTS FOR 2019-20.**

Dr. George North made a motion to put agenda items 7, 8, 9, & 10 together as one agenda item and approve the Collective Bargaining Agreements (2019-20 & 2020-21), approve the Administrative Guidelines, and approve the Contracts for 2019-20 for the CRAEA Educational Association and CWA; and to also approve the Salary Increases (2019-20 & 2020-21) and Contracts for 2019-20 for NUSS and Admin staff. The motion was seconded by Roberta Kraft-Abrahamson. Documents containing all individual staff contracts for 2019-20 were given to the board for review. Maureen Hanson expressed appreciation to Michael Kalvig and Karl Kurt for their work. Motion carried unanimously.

### **LEASE AGREEMENT WITH WATERLOO CSD**

David Giese made a motion to approve the lease agreement with Waterloo CSD as presented, seconded by Dr. George North. Sam Miller gave credit to Michael Kalvig for taking the lead on the details of the lease along with the CFO from Waterloo CSD. Dr. Debra Rich also commended Michael Kalvig for working so quickly to help Waterloo CSD secure the buildings for the Lowell Elementary students. Michael Kalvig recognized Attorney Steve Weidner and Waterloo CFO Mike Coughlin for their work on the lease agreement. Motion carried unanimously.

## **REPORTS TO/FROM BOARD**

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

Beth shared that the Creative Services department is able to produce high-quality canvas prints for the school districts and gave each board member a canvas that was designed and printed by her team. Dr. Deb Rich thanked Beth & her team on behalf of the board.

### **Jon McKenzie's Report**

Jon gave an update on the Iowa State Assessments, which will open in March.

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

Amy reported on the issue of seclusion and restraints and shared that the AEA Special Education Directors are working together on this issue. Maureen Hanson requested more information on the seclusion and restraint issue and Amy will have Lori Thomas send this to the entire board. Amy shared that she and Sam Miller are serving on a Mental Health Committee. Amy thanked the board for their approval of the Early Retirement Incentive, which enabled her to hire new staff in a timely manner.

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

Karl shared that contracts will be able to be issued earlier than usual and the Early Retirement Incentive helped with that greatly.

### **Michael Kalvig's Report**

Michael informed the board that the Audit Report will be available soon and he hopes to present it to the board at the April board meeting. Dr. Debra Rich shared that an auditor called her about financial reports and the board's oversight and told her that their findings were looking good.

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

Sam shared that the new Executive Director of Iowa's AEAs is David Ludwig and Sam is looking forward to inviting him to a Central Rivers AEA board meeting in the fall. He also reported on the Hanover Survey, which collected data on customer satisfaction with AEA services. He hopes to have a report for the board in April.

Sam shared regarding Lowell Elementary moving into the agency's two buildings and relayed that he heard many positive comments from Superintendent Dr. Jane Lindaman and her staff on how much they appreciated the agency's help and the many times the AEA has stepped in to help the Waterloo district. Sam thanked Beth Strike for her work on public relations and her team's work on creating the signage for the school's new location.

Sam also gave credit to Gus Delamore and Bryan Knecht for all their work on getting the buildings ready for the school to move into. Sam thanked the entire board for their quick feedback in allowing him to move forward in helping Waterloo CSD and recognized Dennis Craun for helping the Lowell staff set up their rooms in their new facilities.

**Dennis Craun's Report**

Dennis thanked all of the AEA staff for helping Lowell Elementary get settled in at the two buildings on Cedar Heights Drive. He shared that when he visited the students at their new location, he was moved by the joy he witnessed in the students on their first day. He also shared how grateful the teachers were to have the use of the agency's buildings.

**Dr. Debra Rich's Report**

Deb shared that she will be unable to attend the Iowa AEA Boards Conference in March and requested another board member attend in her place. David Giese volunteered to attend the IAAEA Executive Board Meeting in her absence.

**ADJOURN**

Dr. Debra Rich declared the meeting adjourned at 7:23 pm on a motion by Dr. George North and seconded by Dennis Craun. Motion carried unanimously.

**Respectfully Submitted,**

*Lori Thomas*

Lori Thomas, Central Rivers AEA Board Secretary

*Debra Rich*                      4-5-19

Dr. Debra Rich, Central Rivers AEA Board President

*Maureen Hansen* 4-1-19