

CENTRAL RIVERS AEA BOARD OF DIRECTORS WORK SESSION MINUTES
1521 Technology Parkway, Cedar Falls, IA 50613
October 3, 2018 – 4:30 PM

CALL TO ORDER

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Work Session to order at 4:31 P.M. Board members present were Dennis Craun, Jr., Roberta Kraft-Abrahamson, Dr. George North, and Dr. Tony Reid. Maureen Hanson joined the meeting at 4:36 p.m. Absent were Bryan Burton, David Giese, and Dr. Darshini Jayawardena. Also present were Sam Miller, Chief Administrator, Michael Kalvig, CFO/Board Treasurer, Lori Thomas, Board Secretary, and Karl Kurt, Asst. Chief Administrator/Director of HR. Tamara Konrade from ESSDACK attended via Zoom.

INSPIRED LEADERSHIP

Tamara Konrade led the work session and explained the INspired Leadership training program from ESSDACK. Tamara shared the results of the assessment taken by the board members.

ADJOURN

Dr. Debra Rich declared the work session adjourned at 6:01 p.m. on a motion by Dr. George North and seconded by Maureen Hanson.

CENTRAL RIVERS AEA BOARD OF DIRECTORS MEETING MINUTES
1521 Technology Parkway, Cedar Falls, IA 50613
October 3, 2018 – 6:00 PM

2017-2018 BOARD

CALL TO ORDER – WELCOME VISITORS

Board President Dr. Debra Rich called the Central Rivers AEA 2017-18 Board of Directors Meeting to order at 6:08 P.M. Board members present were Dennis Craun, Jr., Maureen Hanson, Roberta Kraft-Abrahamson, Dr. George North, and Dr. Tony Reid. Absent were Bryan Burton, David Giese, and Dr. Darshini Jayawardena. Also present were Sam Miller, Lori Thomas, Michael Kalvig, Karl Kurt, Dr. Julie Davies, Amy Knupp, Dr. Jon McKenzie, Beth Strike via Zoom, and Bryan Knecht, technology support.

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT AGENDA

Dr. George North made a motion, seconded by Roberta Kraft-Abrahamson to approve the consent agenda. Motion carried unanimously.

ACCEPT THE CERTIFIED ANNUAL REPORT

Maureen Hanson made a motion, seconded by Dennis Craun to accept the Certified Annual Report. Motion carried unanimously.

RETIREMENT OF THE 2017-18 BOARD AND ADJOURNMENT

Dennis Craun made a motion, seconded by Dr. George North to retire the 2017-18 Board of Directors and adjourn. Motion carried unanimously and Dr. Debra Rich declared the meeting of the 2017-18 Board of Directors adjourned at 6:23 p.m.

2018-2019 BOARD

CALL TO ORDER THE 2018-19 BOARD OF DIRECTORS

Chief Administrator Sam Miller called the 2018-19 Central Rivers AEA Board of Directors Meeting to order at 6:23 p.m.

APPROVAL OF AGENDA

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

ADMINISTER OATH OF OFFICE TO NEWLY ELECTED BOARD MEMBERS

Dr. Tony Reid is the newly elected Director District 7 and Board Secretary Lori Thomas previously administered the Oath of Office to him on September 28, 2018.

ELECTION OF PRESIDENT AND VICE-PRESIDENT - ADMINISTER OATH OF OFFICE

Roberta Kraft-Abrahamson nominated Dr. Debra Rich to continue in the role of President, which Dr. Rich accepted. Roberta Kraft-Abrahamson made a motion, seconded by Dr. George North to cease nominations. Motion carried unanimously. Dr. George North made a motion, seconded by Roberta Kraft-Abrahamson to appoint Dr. Debra Rich as President. Motion carried unanimously. Lori Thomas administered the Oath of Office and Dr. Rich took the chair at 6:26 p.m.

Roberta Kraft-Abrahamson nominated Maureen Hanson for Vice-President, which Maureen Hanson accepted. Roberta Kraft-Abrahamson made a motion, seconded by Dr. Tony Reid to cease nominations and appoint Maureen Hanson as Vice-President. Motion carried unanimously. Lori Thomas administered the Oath of Office.

APPOINT BOARD SECRETARY AND BOARD TREASURER - ADMINISTER OATH OF OFFICE

Maureen Hanson made a motion, seconded by Roberta Kraft-Abrahamson to appoint Lori Thomas to continue in the role of Board Secretary. Motion carried unanimously. Dr. Debra Rich administered the Oath of Office. Dr. George North made a motion, seconded by Roberta Kraft-Abrahamson to appoint Michael Kalvig to continue in the role of Board Treasurer. Motion carried unanimously. Dr. Debra Rich administered the Oath of Office.

SET MEETING DATES & TIMES FOR THE 2018-19 BOARD MEETINGS

Roberta Kraft-Abrahamson made a motion, seconded by Dennis Craun to approve the recommended meeting dates for 2018-19. Motion carried unanimously.

The board will meet on Nov. 7, 2018, Dec. 5, 2018, Jan. 2, 2019, Feb. 6, 2019, Mar. 6, 2019, Apr. 1, 2019, May 1, 2019, June 5, 2019, July 24, 2019, Sept. 4, 2019, and Oct. 2, 2019.

COMMITTEE APPOINTMENTS FOR 2018-19

Roberta Kraft-Abrahamson made a motion, seconded by Dr. George North to keep all committee appointments with the addition of Maureen Hanson to the Audit Committee and Dr. Tony Reid to the Facility Committee. Motion carried unanimously. Dr. Debra Rich will continue to serve on the Iowa AEA Board. Bryan Burton, Dr. George North, and Maureen Hanson will serve on the Audit Committee. David Giese, Dr. George North, and Dr. Tony Reid will serve on the Facility Committee.

NAME DEPOSITORY BANKS & ESTABLISH LIMITS FOR 2018-19

Roberta Kraft-Abrahamson made a motion, seconded by Maureen Hanson to approve the current four depository banks, keeping the current limits. Motion carried unanimously.

ESTABLISH LEGAL COUNSEL FOR 2018-19

Maureen Hanson made a motion, seconded by Dr. George North to appoint Swisher and Cohrt as Legal Counsel for 2018-19. Motion carried unanimously.

EARLY RETIREMENT NOTIFICATION INCENTIVE FOR 2018-19

Maureen Hanson made a motion, seconded by Dr. George North to approve the Early Retirement Notification Incentive for 2018-19 for Administrative, Certified, and NUSS staff. Motion carried unanimously.

FIRST READING OF UPDATES TO BOARD POLICIES

Roberta Kraft-Abrahamson made a motion, seconded by Dr. George North to approve the first reading of updates to Board Policies 405.1, 405.3, and 405.4 with the stipulation that additional clarification for the recommended changes is given to the board at the second reading. Motion carried unanimously.

INSPIRED LEADERSHIP

Maureen Hanson made a motion, seconded by Roberta Kraft-Abrahamson to approve INspired Leadership training from ESSDACK for professional development. Motion carried unanimously.

REPORTS TO/FROM BOARD

Dr. Jon McKenzie's Report

Dr. McKenzie shared information on the statewide assessment website.

Karl Kurt's Report

Mr. Kurt shared information on the new employee orientation questionnaire and the positive feedback he received from new staff. Several mentioned their appreciation for the mentoring program.

Sam Miller's Report

Mr. Miller shared information on the Future Ready Iowa event that will be held at the agency on November 13, 2018. He also gave a brief report on his trip to Washington D.C. to advocate for important education issues. Sam reported that there is no new information regarding the pool located at the Marshalltown office.

Roberta Kraft-Abrahamson's Report

Mrs. Kraft-Abrahamson shared that she enjoys the visits to the LEA school board meetings and likes to highlight that one of the services we provide is for children birth to age five.

Dr. George North's Report

Dr. North shared that during his visits to the LEA school board meetings he points out the percentage of agency services the districts are using so that they make good use of those services for both students and educators.

ADJOURN

Dr. Debra Rich declared the meeting adjourned at 7:46 p.m. on a motion by Roberta Kraft-Abrahamson and seconded by Dennis Craun. Motion carried unanimously.

Respectfully Submitted,



Lori Thomas, Central Rivers AEA Board Secretary



Dr. Debra Rich, Central Rivers AEA Board President