



CENTRAL RIVERS AEA BOARD OF DIRECTORS MEETING MINUTES
1521 Technology Parkway, Cedar Falls, IA 50613
December 18, 2019

WORK SESSION

Call Work Session to Order

Board President Dr. Debra Rich called the Central Rivers AEA Work Session to order at 4:31 p.m. Those in attendance were: Maureen Hanson via Zoom, Dr. Darshini Jayawardena via Zoom, Roberta Kraft-Abrahamson via Zoom, Dr. George North, Dr. Tony Reid, Dr. Mary Stevens, Sam Miller, and Lori Thomas. Dennis Craun joined the work session in progress at 4:32 p.m. and Bryan Burton joined at 4:46 p.m. Absent was Kathy Enslin and David Giese.

Chief Administrator Update

Sam Miller updated the board on his professional growth plan for 2019-20.

Adjourn Work Session

Dr. Debra Rich declared the work session adjourned at 5:26 p.m.

RETIRING BOARD

Call to Order Retiring Board - Welcome Visitors

Board President Dr. Debra Rich called the Central Rivers AEA Board Meeting to order at 6:02 p.m. Those in attendance were: Bryan Burton, Dennis Craun, Dr. Darshini Jayawardena via Zoom, Roberta Kraft-Abrahamson via Zoom, Dr. George North, Dr. Tony Reid, and Dr. Mary Stevens. Absent were Kathy Enslin, David Giese, and Maureen Hanson. Also present were Sam Miller, Michael Kalvig, Lori Thomas, Beth Strike, Dr. Julie Davies, Amy Knupp, Jen Sigrist via Zoom, Dr. Jon McKenzie, and Pam Morrissey.

Approval of Agenda

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

Approval of Consent Agenda

Dr. Darshini Jayawardena made a motion to approve the consent agenda, seconded by Dennis Craun. Dr. Debra Rich, on behalf of the board, accepted the retirement of Dr. Jon McKenzie with gratitude and regret. Motion carried unanimously.

Retirement and Adjournment

Dr. Debra Rich retired and adjourned the board meeting at 6:04 p.m. on a motion by Dr. George North, seconded by Bryan Burton. Dr. Debra Rich, on behalf of the board & administration, thanked Dr. George North for his many years of service to Central Rivers AEA.

CURRENT BOARD

Call to Order Current Board

Chief Administrator Sam Miller called the Central Rivers AEA Board Meeting to order at 6:05 p.m. Those in attendance were: Bryan Burton, Dennis Craun, Dr. Darshini Jayawardena via Zoom, Roberta Kraft-Abrahamson via Zoom, Dr. Tony Reid, Dr. Debra Rich, and Dr. Mary Stevens. Absent were Kathy Enslin and Maureen Hanson. Also present were Michael Kalvig, Lori Thomas, Beth Strike, Dr. Julie Davies, Amy Knupp, Jen Sigrist via Zoom, Dr. Jon McKenzie, and Pam Morrissey. Karl Kurt joined the meeting at 6:12 p.m.

Approval of Agenda

Dr. Debra Rich made a motion to approve the agenda as presented, seconded by Bryan Burton. Motion carried unanimously.

Results of Board Election - Administer Oath of Office

Kathy Enslin was elected to represent Director District 3; Dr. Darshini Jayawardena was re-elected as Director District 4; Dr. Mary Stevens was elected to represent Director District 5; Maureen Hanson was re-elected as Director District 6; and Dennis Craun was re-elected as Director District 9.

Board Secretary Lori Thomas administered the Oath of Office to Kathy Enslin on December 11, 2019; and to Dr. Darshini Jayawardena, Dr. Mary Stevens, Maureen Hanson, and Dennis Craun after the Work Session on December 18, 2019.

Election of President & Vice-President - Administer Oath of Office

Chief Administrator Sam Miller conducted the election of the board president. Dr. Tony Reid nominated Dr. Debra Rich to continue to serve as president. There were no other nominations and Dr. Rich accepted the nomination. Bryan Burton made a motion to cease nominations and elect Dr. Debra Rich as president of the CRAEA board, seconded by Dr. Mary Stevens. Motion carried unanimously. Sam Miller administered the Oath of Office to Dr. Rich.

Board President Dr. Debra Rich took the chair at 6:07 p.m and conducted the election of the board vice-president. Dr. Mary Stevens nominated Maureen Hanson to continue to serve as vice-president. There were no other nominations and Maureen Hanson had previously agreed to continue to serve if nominated. Bryan Burton made a motion to cease nominations and elect Maureen Hanson as vice-president of the CRAEA board, seconded by Dr. Tony Reid. Motion carried unanimously.

The Oath of Office for vice-president will be administered to Maureen Hanson at the next board meeting.

Appoint Board Secretary & Treasurer - Administer Oath of Office

Dennis Craun made a motion to appoint Lori Thomas to continue to serve as board secretary and Michael Kalvig to continue to serve as board treasurer, seconded by Dr. Mary Stevens. Motion carried unanimously.

Dr. Debra Rich administered the Oath of Office to Lori Thomas and Lori Thomas then administered the Oath of Office to Michael Kalvig.

Program Review: AEA Funding

Michael Kalvig reported on funding equity among the nine AEAs.

Set Board Meeting Dates & Times

Bryan Burton made a motion to set the meeting dates for 2020 as recommended, seconded by Dr. Mary Stevens. After discussion, Bryan Burton amended his original motion and moved to set the meeting dates for 2020 as recommended and begin the regular meetings of the board at 5:00 p.m., seconded by Dr. Mary Stevens. Motion carried unanimously.

The board will meet on January 8, 2020, February 5, 2020, March 4, 2020, Monday, April 6, 2020, May 6, 2020, June 3, 2020, July 15, 2020, September 2, 2020, October 7, 2020, November 4, 2020, and December 9, 2020. Meetings will begin at 5:00 p.m.

Committee Appointments

Bryan Burton made a motion to appoint members to serve on the three agency committees, seconded by Dr. Tony Reid. There were three committee vacancies and after discussion, Bryan Burton amended his original motion to include the appointment of the current committee members along with appointing Kathy Enslin to the Audit Committee and appointing Dennis Craun and Dr. Mary Stevens to the Facility Committee, seconded by Dr. Tony Reid. Motion carried unanimously.

The committee appointments are as follows:

- Iowa AEA Board - Dr. Debra Rich
- Audit Committee - Bryan Burton, Kathy Enslin, and Maureen Hanson
- Facility Committee - Dennis Craun, Dr. Tony Reid, and Dr. Mary Stevens

Name Depository Banks & Establish Limits

Bryan Burton made a motion to approve the current depository banks and keep the current limits, seconded by Dennis Craun. Motion carried unanimously.

The depository banks and limits are as follows:

- Wells Fargo with a limit not to exceed \$15,000,000 (fifteen million)
- Wells Fargo LLC with a limit not to exceed \$10,000,000 (ten million)
- Lincoln Savings Bank with a limit not to exceed \$5,000,000 (five million)
- Farmers State Bank with a limit not to exceed \$5,000,000 (five million)

Establish Legal Counsel

Dr. Tony Reid made a motion to appoint Swisher & Cohrt to continue to serve as legal counsel for 2020, seconded by Dr. Mary Stevens. Motion carried unanimously.

Reports to/from the Board

Beth Strike:

Beth shared KWWL's Steele Report, which featured Amy Knupp and Rusti Sparks speaking on mental health. Beth had high praise for both Amy and Rusti. Beth also gave an update regarding print partnerships.

Jen Sigrist:

Jen gave an update on the Zoom phones and on Future Ready.

Dr. Julie Davies:

Julie thanked Kim Swartz and Lora Kester for the excellent job they did presenting at the AESA conference in Arizona earlier this month.

Dr. Jon McKenzie:

Jon gave an update on ESSA.

Amy Knupp:

Amy shared that the IEP system has not been working, which has delayed count.

Michael Kalvig:

Michael introduced the new accounting director, Pam Morrissey to the board and shared that he appreciates her experience in the area of finance.

Karl Kurt:

Karl gave updates on PowerSchool, the vendor for employment applications; the human resources webpage redesign; Navigate and the wellness challenges; and on self-insurance.

Sam Miller:

Sam thanked the board for the early retirement incentive which has enabled the agency to begin the search for staff replacements. He recognized the board for their great attendance at both the AESA and IASB conferences this year and thanked those attending for their time and their commitment to lifelong learning. Sam thanked Dr. Jon McKenzie for his years of service to the agency.

Dr. Tony Reid:

Tony expressed his appreciation for the IASB conference and the wonderful opportunity it presented to board members.

Dr. Darshini Jaywardena:

Darshini shared that she found the AESA conference to be very informative and encouraged the board members to try and attend next year. She also praised Kim Swartz and Lora Kester for their presentation.

Dr. Mary Stevens:

Mary complimented Amy Knupp and Rusti Sparks on the great job they did regarding student mental health on KWWL's Steele Report. She also praised Kim Swartz and Lora Kester for their presentation at the AESA Conference. Mary reported that the conference was very meaningful.

Bryan Burton:

Bryan invited all board members to attend the grand opening of the Boys & Girls Club Teen Center, which will be held January 16, 2020, at 4:00 p.m.

Dr. Debra Rich:

Deb gave an update on the Iowa AEA board meeting that she attended prior to the IASB conference. Deb expressed her regrets that she was not able to attend the AESA conference this year. Deb welcomed Dr. Mary Stevens to the board.

Adjourn

Dr. Debra Rich declared the meeting adjourned at 6:58 p.m. on a motion by Bryan Burton and seconded by Dr. Mary Stevens. Motion carried unanimously.

The board entered an exempt session regarding negotiations at 7:04 p.m. per Iowa Code 20.17 (3) and 21.9.

Respectfully Submitted,



Lori Thomas, Central Rivers AEA Board Secretary



Dr. Debra Rich, Central Rivers AEA Board President