



## **Prairie Lakes Area Education Agency**

**Monday, March 20, 2017 - 4:00 P.M.**

Prairie Lakes AEA - Pocahontas Office - Dean Saunders Board Room  
500 NE 6th Street  
Pocahontas, IA

### **Regular Monthly Board Meeting**

#### **AGENDA**

1. Call to Order
2. Roll call
3. Review and Approve Agenda
4. Approve Minutes of February 20, 2017 Regular Board Meeting and February 20, 2017 Special Board Meeting
5. Approve Monthly Bills and Review Cash Flow Report
6. Personnel Matters
  - A. Retirements/Resignations
  - B. New Hires
  - C. Other
7. Approve PLAEA Staff Calendar 2017-2018
8. Approve First Reading of Board Policy 500
9. Approve First Reading of Board Policy 600
10. Approve Second Reading of Board Policy 400 Series
11. Approve 2017-2018 Non-Bargaining Contracts
12. Approve 2017-2018 Administrative Contracts
13. Approve Jefferson Office Remodel
14. Chief Administrator's Report
15. Upcoming Dates
16. Set Date, Time for Next Regular Board Meeting
17. Other
18. Adjournment



# ***BOARD PREVIEW***

for the Board Meeting - March 20, 2017

## ***MISSION OF PRAIRIE LAKES AEA***

*The mission of Prairie Lakes AEA is to ensure success for all learners through collaborative partnerships.*

In an effort to promote better understanding and communication of Board actions, prior to each Prairie Lakes AEA Board meeting this **BOARD PREVIEW** with an agenda and summary of the agenda is sent to all Prairie Lakes staff via email. It includes basic information on the Agenda Items and Chief Administrator's recommendations to the Board. All are encouraged to attend the Board meetings to share their ideas and to see - live - what the discussion and actions of the Board are. Board meetings are held in the Dean Saunders Board Room at the Prairie Lakes AEA Office in Pocahontas at 4 PM unless otherwise noted on the agenda. This preview does not have any information related to discipline, confidential personnel matters, or negotiations.

## **Regular Board Meeting • 4:00 p.m.**

1. **Call to Order**
2. **Roll Call**
3. **Review and Approve Agenda - Action Item**
4. **Approve Minutes of February 20, 2017 Regular Board Meeting and February 20, 2017 Special Board Meeting - Action Item**
5. **Approve Monthly Bills - Action Item**
  - A. **Review Monthly Cash Flow Report - Information Item**
6. **Personnel Matters**
  - A. **Retirements/Resignations**
    1. **Administration - Action Item**
      - a. Kandy Martin, Regional Administrator, Webster City/Jefferson Office, resignation effective June 30, 2017.
    2. **Licensed - Action Item**
      - a. Linda Linn, Leadership & Learning Consultant, Spencer Office, resignation effective at the end of the 2016-2017 contract year.

***Administrator's Recommendation - It is recommended that the resignations be approved as presented.***

**B. New Hires - None at this time**

**C. Other - None at this time**

7. **Approve PLAEA Staff Calendar 2017-2018 - Action Item**

The staff calendar for 2017-2018 is included in the Board packet.

*Administrator's Recommendation - It is recommended the 2017-2018 PLAEA Staff Calendar be approved as presented.*

8. **Approve First Reading of Board Policy 500 Series - Staff Personnel - Action Item**

The first reading of policy changes for Board Policy 500 Series. Changes included in the preview materials.

*Administrator's Recommendation - It is recommended that the first reading of the Board Policy 500 Series be approved.*

9. **Approve First Reading of Board Policy 600 Series - Staff Personnel - Action Item**

The first reading of policy changes for Board Policy 600 Series. Changes included in the preview materials.

*Administrator's Recommendation - It is recommended that the first reading of the Board Policy 600 Series be approved.*

10. **Approve Second Reading of Board Policy 400 Series - Staff Personnel - Action Item**

The second reading of policy changes for Board Policy 400 Series. Changes included in the preview materials.

*Administrator's Recommendation - It is recommended that the second reading of the Board Policy 400 Series be approved.*

11. **Approve 2017-2018 Non-Bargaining Contracts - Action Item**

It is recommended that the PLAEA Non Bargaining staff receive a 2.01% package increase for the 2017-2018 contract year. The settlement contains a change in health insurance rates of 8.7%. Total cost \$36,980.70.

*Administrator's Recommendation - It is recommended that the Non Bargaining contracts for the 2017-2018 contract year be approved.*

12. **Approve 2017-2018 Administrative Contracts - Action Item**

It is recommended that the PLAEA Administrative staff receive a 1.01% increase on their base salaries and 1.00% increase on their insurance stipends for the 2017-2018 contract year. Total cost \$19,187.82.

*Administrator's Recommendation - It is recommended that the Administrative contracts for the 2017-2018 contract year be approved.*

13. **Approve Jefferson Office Remodel - Action Item**

On March 2, Rick Morain, Jim Hebert and I heard a presentation from a student and teacher in regards to remodeling the apartment in the upstairs of our building. This had come about in a conversation I had with the Superintendent last fall as I told him I thought it would be a great project and one that would be much cheaper for us if kids were doing the work (under the supervision of a licensed contractor). The presentation was good and the information was great. If we wanted to take this on it would cost between \$21,000 and \$25,000 to have the students work on the project this summer to get it ready to rent out the apartment next fall. The student and teacher thought we could get about \$675 a month for a remodeled 2 BR apartment and if so, we

could pay back the investment in about 3 years. I think this is a great idea and would be an awesome opportunity for learning for the Greene County students and provide a revenue stream for PLAEA in the future.

*Administrator's Recommendation - It is recommended that the Jefferson Office Remodel be approved as presented.*

14. **Chief Administrator's Report - Information Item**

**A. Recognition of Excellence:**

- A big THANK YOU to Kandy Martin for her many years of service to PLAEA and also appreciation to Ryan Flaherty for his two years of service to PLAEA.
- Anyone you may have heard of to send a positive note to this month?

**B. Board Member Development:**

- Brent Siegrist February Report
- Reorganization petition has been received from OA-BCIG. Vote is planned for June.
- The administrative team had an excellent presentation from BVU professor Dr. Karin Strohmeyer on Tuesday, March 14. She share [work](#) that she has been doing in regard to teacher preparation and it was a great connection to our work. As a result of her time with us, we identified three areas in which we were going to address:
  - Connectivity/Networking of our special education teachers.
  - Consistency in delivery of our support for teachers in the field.
  - Connecting the information to our Superintendents and Principals so they can better support their teachers as well.

**C. Advocacy:**

- At this point there is still not a lot to advocate for as far as the AEA's go, with the exception of the possibility of allocating resources for mental health services. We continue to advocate for education in general and should remain active at the Saturday morning events and with connecting with our legislators. Any questions regarding what has happened so far?

15. **Upcoming Dates - Informational Item**

- AEA Boards' of Directors Conference, March 30<sup>th</sup>-31<sup>st</sup>, The Hilton Garden Inn, Johnston

16. **Set Date and time for Next Board Meeting - Information Item**

The April board meeting is scheduled for **Monday, April 17, 2017 - 4:00 p.m. Prairie Lakes AEA, 500 NE 6<sup>th</sup> Street, Pocahontas, Iowa.**

17. **Other**

18. **Adjournment**