



**Prairie Lakes Area Education Agency  
Monday, May 20, 2019 – 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 April 15, 2019 Regular Board Meeting
5. Staff Presentation
6. Approve Monthly Bills and Review Cash Flow Report
7. Personnel Matters
  - A. Retirements/Resignations
  - B. New Hires
  - C. Other
8. Approve 2019-2020 Administration Contracts
9. Approve Superintendent Service Agreement
10. Approve Business Management Service Agreement
11. Approve Orientation and Mobility Service Agreement
12. Approve Itinerant Teacher Service Agreement
13. Chief Administrator's Report
14. Upcoming Dates
15. Set Date, Time for Next Regular Board Meeting
16. Other
17. Adjournment



# *BOARD PREVIEW*

for the Board Meeting – May 20, 2019

## *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 April 15, 2019 Regular Board Meeting**
5. **Staff Presentation** – Jennifer Peter, Regional Administrator, from the Webster City/Jefferson offices, will present information about herself, update the Board on what is happening in her offices, the departments and districts she supports.
6. **Approve Monthly Bills – Action Item**
  - A. **Review Monthly Cash Flow Report – Information Item**
7. **Personnel Matters**
  - A. **Retirements/Resignations**
    1. **Licensed Group – Action Item**
      - a. Jenny Henscheid, School Social Worker, Jefferson office, resignation effective at the end of the 2018-2019 contract year.
      - b. Marian Riner, School Social Worker, Storm Lake office, resignation effective at the end of the 2018-2019 contract year.

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

**B. New Hires**

**1. Administrative Group – Action Item**

- a. Marta Sandoval, Regional Administrator, Spencer office, 230 days, \$92,000, 2019-2020 contract year. Start date July 1, 2019. Marta is resigning her current position with PLAEA as a Special Education Consultant effective at the end of the 2018-2019 contract year to accept her new position as Regional Administrator.

*Administrator's Recommendation – It is recommended that the 2019-2020 administrative contract be approved as presented.*

**2. Licensed Group – Action Item**

- a. Emily Deters, Speech Language Pathologist, Storm Lake office, 193 days, MA+15, Step 4, \$53,824, start date August 19, 2019.
- b. Susan Fairweather, School Social Worker, Spencer office, 193 days, MA+30, Step 16, \$66,377, start date August 19, 2019.
- c. Valerie Jergens, Leadership & Learning Consultant, Fort Dodge office, 193 days, MA+15, Step 21, \$71,467, start date August 19, 2019.
- d. Jalissa Long, School Psychologist - Intern, Jefferson office, 193 days, MA+30, Step 3, \$53,701, start date August 19, 2019.
- e. Kelly Mills, Physical Therapist, Spencer office, 193 days, PHD, Step 6, \$58,330, start date August 19, 2019.
- f. Pearl Wuebker, Physical Therapist, Pocahontas office, 193 days, MA+30, Step 16, \$66,377, start date August 19, 2019.

*Administrator's Recommendation – It is recommended that the 2019-2020 licensed contracts be approved as presented.*

**3. Non Bargaining Group – Informational Item**

- a. Deborah Betz, Family and Education Partner, Storm Lake office, 22 days, \$4,559.50, (based on 193 day contract, and \$40,000), start date June 1, 2019.

**C. Other – None at this time**

**8. Approve 2019-2020 Administration Contracts – Action Item**

The following recommendations are being made for the Administrative staff for the 2019-2020 contract year.

- Each person will receive \$2,500 salary increase. This will result in a range of 1.04% to 2.54% increase by percentage.
- Kris Ahrens, Director of Special Education, additional \$6,000 salary increase for duties related to the position; for a total increase of 6.08%.
- Molly Elston, Regional Administrator, additional \$7,000 salary increase to complete the transition to a comparison with the other RAs; for a total increase of 8.23%.
- Regional Administrator's and Director of Special Education's health stipends will be rolled into base salary for 2019-2020.

*Administrator's Recommendation – It is recommended that the 2019-2020 Administration Contracts be approved as presented.*

**9. Approve Superintendent Service Agreement – Action Item**

This agreement is a continuation of the superintendent service agreement PLAEA has with Gilmore City Bradgate CSD. The agreement runs from July 1, 2019 to June 30, 2020. The contract is in the amount of \$30,000. Services are provided by Chief Administrator Herzberg.

*Administrator's Recommendation – It is recommended that the Superintendent Service agreement be approved as presented.*

**10. Approve Business Management Service Agreement – Action Item**

This agreement is a continuation of the business management service agreement PLAEA has with Gilmore City-Bradgate CSD. The agreement runs from July 1, 2019 to June 30, 2020. The contract is in the amount of \$30,000. Services are provided by the business office staff.

*Administrator's Recommendation – It is recommended that the Business Management Service agreements be approved as presented.*

**11. Approve Orientation and Mobility Service Agreement – Action Item**

Approval of the contract between Prairie Lakes AEA and Iowa Educational Services for the Blind and Visually Impaired for special education services to children from July 1, 2019 to June 30, 2020. The Agency is required by the State to provide these services. The cost to the Agency is estimated at \$55,178.99. The 2018-2019 cost was \$44,923.72; this will be a \$10,255.27 increase in costs.

*Administrator's Recommendation – It is recommended that the orientation and mobility service agreement be approved as presented.*

**12. Approve Itinerant Teacher Service Agreement – Action Item**

Approval of the contract between Prairie Lakes AEA and Iowa Educational Services for the Blind and Visually Impaired for special education services to children from July 1, 2019 to June 30, 2020. The Agency is required by the State to provide these services. The cost to the Agency is estimated at \$220,415.96. The 2018-2019 cost was \$216,577.26; this will be a \$3,838.70 increase in costs.

*Administrator's Recommendation – It is recommended that the itinerant teacher service agreement be approved as presented.*

**13. Chief Administrator's Report – Information Item**

**1. Recognition of Excellence:**

- We got the following email from a district employee regarding our Graphic Artist, Kim Geisler...congrats Kim and thank you for what you do!  
"I just wanted to drop you a quick note in regards to an AEA employee that I recently worked with. For the past few years, I have worked with Kimberly Geisler, in the media department. She has helped me with a few different picture/notepad projects and she is FANTASTIC!!! I feel she went above and beyond especially with my last request, because it was rather time sensitive:). I feel she could have easily told me that it was not possible to get my project completed, but she really did well with it, and got it to me so I could send home with my kiddos. She does quality work, is professional, and is very timely. I appreciate all she has done for me, and ultimately my families! I appreciate her, and the work she does."
- To the entire team at PLAEA for making an impact on the children, families and educators we serve in our area. It has been a great year of service to others and we couldn't do this without each person doing their part!

**2. Board Member Development:**

- A high school teacher found a new way to talk to her students about mental health and her story is [here](#).
- If you're interested in receiving an email newsletter from Special Education Today, the registration link is [here](#).
- Is there anything that you would like to know more about?

### 3. **Advocacy:**

- The Childrens' Mental Health System bill was passed to give our state a "start" in providing systemic services to children. No money was attached so we won't get too excited about the impact on children just yet.
- The bill to provide educator training did pass and provides \$2.1 million for the AEAs to continue training around:
  - i. Youth Mental Health First Aid
  - ii. Adverse Childhood Experiences (ACEs) and Toxic Stress

It also provides money for a resource portal online as well as additional funds for more specific, deeper training for some groups of educators (ex. Counselors, para educators, administrators, at-risk personnel, etc.)

- We should send thank you notes to our legislators for their service to Iowans and anything specific that you would like to share.

### 14. **Upcoming Dates – Informational Item**

- Our summer learning catalog [link](#) in case you're interested in taking a class! 😊

### 15. **Set Date and time for Next Board Meeting – Information Item**

The June board meeting is scheduled for **Monday, June 17, 2019 – 4:00 p.m. Prairie Lakes AEA, 500 NE 6<sup>th</sup> Street, Pocahontas, Iowa.**

### 16. **Other**

### 17. **Adjournment**