

**Prairie Lakes Area Education Agency
Regular Monthly Board Meeting
Monday, September 21, 2015 - 4:00 PM
Pocahontas, IA**

Vice President Steve Jimmerson called the regular meeting of the Prairie Lakes Area Education Agency Board of Directors to order at 4:00 pm. The following board members were present: Gary Astor, Pat Brown, Sue Brown, and Rick Morain. Absent: Todd Lundgren and Dean Saunders.

Board approval was given to the agenda presented by Chief Administrator Jeff Herzberg.

Staff Presentation - Literacy Team: Janie Eischen and Jane Awtry, Leadership & Learning Consultants, shared information with the Board about The Balanced Literacy Project offered by Prairie Lakes AEA. A task group from The Literacy Team at Prairie Lakes AEA has created a Balanced Literacy Audit. In a balanced approach to literacy, teachers integrate instruction with authentic reading and writing experiences. The goal of the Audit is to determine the current reality of the building, provide teachers with the necessary resources and support to improve the universal tier of literacy instruction. The process begins with the completion of the audit to identify strengths and areas for growth followed by a plan of action written by the lead team. Accompanying The Balanced Literacy Audit is a rubric for decision making and supportive resources. The Literacy Team is piloting this project with North Union at Swea City.

On a motion by Gary Astor, seconded by Sue Brown, board approval was given to the minutes of the August 17, 2015, Regular Board Meeting. Motion carried unanimously.

On a motion by Rick Morain, seconded by Pat Brown, board approval was given to the bills as presented by Michelle Dowd. Motion carried unanimously. The cash flow report was reviewed by Michelle Dowd.

The Board was informed of the following resignation:

- Robin Sandvig, Custodian, Estherville Office, resignation effective August 31, 2015. This position will not be filled. A cleaning service has been acquired to provide three hours of cleaning service per week at a rate of \$10.00 per hour.

On a motion by Pat Brown, seconded by Sue Brown, the board approved the GASB 45 Actuarial Valuation of Postemployment Benefit Plan. Motion carried unanimously.

Chief Administrator's Report:

- Recognition of Excellence: Mike Schmidt, Brent Gerzema, Nicholas Schelle, Jim Hebert, Tehra Moore and Jane Jacobson were recognized by Kandy Martin and the Webster City staff, for their work on relocating our Blairsburg office to Webster City. Everyone's efforts made the move a smooth transition for our staff. Jaymie Randel was recognized by South Central Calhoun CSD for her support to the district in completing their TLC grant application. Jaymie was commended for her professionalism. Thank you everyone!

- Board Member Development: The Board identified topics to be included in the new board member orientation; Financial structure, Do's and Don'ts i.e. micromanage, Glossary of abbreviations, PLAEA structure i.e. organizational, offices, regions etc., IASB Board supported programs, Overview of Statewide system, Advocacy, PLAEA Goals.
- AEA Legislative Advocacy: Chief Administrator Herzberg will be taking Representative Baltimore, Senator Kraayenbrink, and Representative Wills to Iowa BIG in Cedar Rapids on October 29th.
- Chief Administrator Herzberg's meeting with Linda Fandel has been rescheduled for Thursday, October 15th from 10:00 a.m. to 12:00 p.m. at our Jefferson office, 118 E. State Street.
- Executive Director Report from Brent Siegrist was shared with the Board.
- Lakes Partnership School update was shared with the Board.
- Book study - Creative Schools by Sir Ken Robinson - Chief Herzberg led a conversation centered on Chapter 4 - Natural Born Learners. The following questions were considered:
 - 1). So if children are such natural learners, why do so many of them struggle at school?
 - 2). Why are so many bored by the whole process?
 - 3). "Too many students think they are the problem, that they are not really intelligent, or must have difficulties in learning." What do you think of this statement?
 - 4). "Personalization means teachers taking account of these differences in how they teach different students. It also means allowing for flexibility within the curriculum so that in addition to what all students need to learn in common, there are opportunities for them to pursue their individual interests and strengths as well." Do you believe this? How might we model this at the AEA level?
- Staff Presentation Schedule -
 - October 19th - Instructional Coaching
 - November 16th - Lakes Partnership School
 - December 21st - Teacher Leadership & Compensation
 - January 18th - Gifted & Talented and School Counseling
 - February 15th - Learning, Teaching, & Innovation Scott McLeod
 - March 21st - Early Childhood Special Education Team (Birth to 3)
 - April 18th -Early Childhood Special Education Team (3 to 5 year)

Upcoming dates:

- Retirement Open House for Dean Saunders - October 19, 2015, 2:30 p.m. to 3:30 p.m. Pocahontas AEA. Special presentation at 3:00 p.m.
- 70th Annual IASB Convention & Trade Show - November 18-20, 2015, Des Moines
- 30th Annual AESA Conference - December 2-5, 2015, New Orleans, LA
- AEA Governing Board Conference - April 14-15, 2016, West Des Moines

The October board meeting is scheduled for Monday, October 19, 2015 at 4:00 pm, Pocahontas AEA, Iowa Lake Conference Room.

There being no further business the board adjourned at 5:41 p.m.

Board President

Board Secretary