

**Prairie Lakes Area Education Agency
Regular Board Meeting
Monday, October 17, 2016 - 4:00 p.m.
Pocahontas, Iowa**

Vice President Gary Astor called the regular board meeting of the Prairie Lakes Area Education Agency Board of Directors to order at 4:00 p.m. The following board members were present: Sue Brown, Dawn Crane, and Jeremy Riesenber. Absent: Pat Brown, Todd Lundgren and Rick Morain.

On a motion by Sue Brown, seconded by Dawn Crane, board approval was given to the agenda as presented by Chief Administrator Jeff Herzberg.

Staff presentation: The Challenging Behavior Team, which includes Glenda Harms, Samantha Cagle and Leslie Franzmeier, shared a case study with the Board that involved a non-verbal student with autism from an area district. The districts teacher and paraprofessional, as well as the student's mom, also joined the discussion. The family has been working with experts in the field of Applied Behavior Analysis from the University of Iowa through the Tele Health program. The doctor is able to assess the students' progress and make adjustments in the strategies being used that are then incorporated both at home and in the school. Everyone agreed that the collaboration and support between the doctor, family, school district and AEA staff have all played a sufficient role in the student's progress and integration in regular activities.

There being no changes to the September 19, 2016 Regular Board Meeting minutes, the minutes were accepted as presented by the Board Secretary.

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

There being no further business, the board adjourned at 4:45 p.m.

Michelle Dowd, Board Secretary, presided as temporary chair of the annual organizational meeting of the Board. The meeting was called to order at 4:45 p.m. with those previously noted above as being present.

Dowd called for nominations for the office of Board President.

A motion was made by Sue Brown, with a second by Dawn Crane, to nominate Rick Morain for President. Dawn Crane moved, seconded by Sue Brown, that nominations cease and a unanimous vote was cast for Rick Morain as Board President. Motion carried unanimously.

Due to Morain's absence, the oath of office for Board President will be administered by Michelle Dowd, Board Secretary, within ten days of the date of this board meeting.

Dowd called for nominations for the office of Board Vice President.

A motion was made by Sue Brown, with a second by Dawn Crane, to nominate Gary Astor for Vice President. Dawn Crane moved, seconded by Sue Brown, that nominations cease and a unanimous vote was cast for Gary Astor as Board Vice President. Motion carried unanimously.

The oath of office for Board Vice President was administered to Gary Astor by Michelle Dowd, Board Secretary.

Board Vice President, Gary Astor, chaired the remainder of the meeting.

On a motion by Jeremy Riesenber, seconded by Dawn Crane, the board appointed Michelle Dowd as Board Secretary. Motion carried unanimously.

On a motion by Jeremy Riesenber, seconded by Sue Brown, the board appointed Michelle Dowd as Board Treasurer. Motion carried unanimously.

On a motion by Dawn Crane, seconded by Jeremy Riesenber, the board appointed Rick Engel of Engel Law Firm as Board Attorney for Labor Relations. Motion carried unanimously.

On a motion by Dawn Crane, seconded by Jeremy Riesenber, the board appointed Rick Engel of Engel Law Firm as Board Attorney for Operations. In cases of reorganization where Engel may be representing the school district the board appointed Stu Cochrane of Johnson, Kramer, Mulholland, Cochrane, Driscoll & Cochrane, P.L.C. as the Board Attorney for Operations. Motion carried unanimously.

On a motion by Jeremy Riesenber, seconded by Sue Brown, the board agreed to regular board meetings being held the 3rd Monday of each month at 4:00 p.m. at the Pocahontas AEA Office. Motion carried unanimously.

The board was informed of the following new hire in the classified group: Melissa Thilges, Communication Paraprofessional, Algona Office, start date TBD, Grade C/Step 1, \$14.54 per hour.

On a motion by Jeremy Riesenber, seconded by Sue Brown, the board approved increasing Erin Pullen and Kristy Riley, Behavior Interventionist at the Lakes Partnership School, salaries to \$34,740, which equates to \$22.50 per hour. The Board also included in this motion the approval of posting one new Behavior Interventionist position for the Lakes Partnership School at a salary amount of \$34,740. The costs to run this program are then billed back to the local school districts utilizing the services of the school. Motion carried unanimously.

On a motion by Dawn Crane, seconded by Jeremy Riesenber, the board approved the Depository Resolution naming the following bank institutions; Wells Fargo Bank of Fort Dodge, \$6,500,000 and Two Rivers Bank of Burlington, \$500,000. Motion carried unanimously.

On a motion by Sue Brown, seconded by Jeremy Riesenber, the board approved the Out of District Transportation requests as presented. Motion carried unanimously. Chapter 285.9 of the Code of Iowa requires that the AEA board approve bus routes, which go outside local school districts' boundaries into another school district.

On a motion by Dawn Crane, seconded by Jeremy Riesenber, the board approved the second reading of Board Policy 100 Series. Motion carried unanimously.

On a motion by Jeremy Riesenber, seconded by Dawn Crane, the board approved the first reading of Board Policy 200 Series. Motion carried unanimously.

On a motion by Sue Brown, seconded by Jeremy Riesenber, the board approved the Iowa Central Community College lease agreements for office space in the Storm Lake Office. Terms of the agreements: Lease #1 July 1, 2016 to June 30, 2018 with an annual fee for each year of \$7,654.50; Lease #2 September 1, 2016 to August 31, 2017 with an annual fee of \$6,240. Motion carried unanimously.

On a motion by Dawn Crane, seconded by Jeremy Riesenber, the board approved the Webster City CSD lease agreement for office space in the Webster City. Terms of the agreement: July 1, 2016 to June 30, 2017 with an annual fee of \$2,500. Motion carried unanimously.

On a motion by Jeremy Riesenber, seconded by Dawn Crane, the board approved the sharing agreement with Heartland AEA for 10% of the Special Education Director services beginning on October 15, 2016 and terminating June 30, 2017 in the amount of \$22,667.22. Motion carried unanimously.

On a motion by Sue Brown, seconded by Jeremy Riesenber, the board approved the Shared STEM Position Project Agreement with Iowa State University for the 2016-2017 fiscal year in the amount of \$31,226. Motion carried unanimously.

On a motion by Jeremy Riesenber, seconded by Sue Brown, the board approved the lease purchase agreement with Hewlett Packard for the Agency's computer purchases. This is a four year lease in the amount of \$169,626.10. Motion carried unanimously.

Chief Administrator's Report:

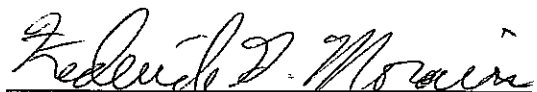
- Board Member Development: Brent Siegrist's September report.
- Advocacy: Chief Administrator Herzberg has not heard back from any legislators in regards to his letter sent out in September. A meeting with the Governor and Linda Fandel has been set up for Friday, December 16th from 1:00 p.m. to 1:30 p.m. This meeting will be for our Board members to have an opportunity to visit with the Governor. The agenda for this meeting will be planned with the Board.
- Fiscal Management Conference: Chief Administrator Herzberg is working with Ed Zimmerle, our Video Production Specialist, on creating a series of four videos that will get the information out regarding our financial truths.


Upcoming dates:

- 2016 IASB Annual Convention November 18th and 19th - Des Moines, Iowa
- AESA 31st Annual Conference November 30th - December 3rd - Savannah, Georgia

The November board meeting is scheduled for Wednesday, November 16, 2016 - 5:00 p.m. Fairfield Inn & Suites, 7225 Vista Drive, West Des Moines, Iowa. This coincides with the Board attending the IASB Convention.

There being no further business, the Board adjourned at 6:00 p.m.


Board President


Board Secretary