

**AEA 267 BOARD OF DIRECTORS MEETING**  
**3712 Cedar Heights Drive – Cedar Falls, Iowa**  
**April 10, 2017 – 6:00 p.m.**

**CALL TO ORDER – WELCOME VISITORS**

Board Vice President, Roberta Kraft-Abrahamson called the regular meeting of the AEA 267 Board of Directors to order at 6:00 p.m. Board members present were: Bryan Burton, Dennis Craun, Jr., David Giese, Maureen Hanson, Darshini Jayawardena, Dr. George North, and Richard Vande Kieft. Absent was Dr. Debra Rich. Also present were Sam Miller, Chief Administrator, Karl Kurt, Asst. Chief Administrator, and Lori Thomas, Board Secretary.

Others present included: David Nicholson, Dr. Mary Stevens, Dr. Julie Davies, Beth Strike, Dr. Jon McKenzie, Dr. Jerry Schnabel and Bryan Knecht. Members of the public included: Heather Pruisner and Jennifer Peterson, both with Storey Kenworthy.

**REVIEW AND APPROVAL OF AGENDA**

A motion was made by David Giese and seconded by Bryan Burton to approve the agenda as presented. Motion carried.

**REVIEW AND APPROVAL OF CONSENT AGENDA**

A motion was made by Maureen Hanson and seconded by Bryan Burton to approve the consent agenda, with added personnel addendum. Motion carried.

**PROGRAM REVIEW: DIFFERENTIATED ACCOUNTABILITY**

Dr. Julie Davies shared information regarding Differentiated Accountability with the board. The site visit will take place on May 9-11, 2017. The purpose is a self-discovery process for the area education agencies to learn how to achieve better in the area of PreK-6 grade literacy supports. The outcome will be for a review of the agency's work, professional learning opportunity for staff, and an action plan. Currently, the agency has 11 staff members on the literacy team. Dr. Davies will bring the results of the review back to the board.

**SIGNAGE BIDS**

Beth Strike shared bid information for signage. The agency received two bids, one from Nagle Signs for \$127,896.00 and one from Signs and Designs for \$112,133.01. It was recommended that the board accept the bid from Signs and Designs for \$112,133.01, with the option to go higher if needed. A motion was made by Bryan Burton and seconded by Richard Vande Kieft to accept the bid from Signs and Designs for \$112,133.01, with an option to go higher if needed. Motion carried.

**FURNITURE PURCHASE**

Sam Miller gave an overview of the purchase of furniture to the board and Storey Kenworthy representatives were available for further explanations. A motion was made by Dr. George North and seconded by Richard Vande Kieft to accept the two quotes from Storey Kenworthy for \$563,197.69 and \$22,500.00 for the purchase of furniture. Motion carried. Roberta Kraft-Abrahamson complimented Heather Pruisner and Jennifer Peterson for their work in assembling the furniture quote. Dr. George North thanked Sam Miller and his team for their work on this project.

## **ETHERNET WIRING QUOTES**

Bryan Knecht shared information regarding the need for Ethernet wiring at 1521 Technology Parkway, Cedar Falls. Bryan received two quotes, one from Communications Innovators for \$44,439.00 and one from RHT Technologies, LLC for \$34,573.00. It was recommended that the board accept the quote from RHT Technologies, LLC for \$34,573.00. A motion was made by Dennis Craun, JR., and seconded by Bryan Burton to accept the quote from RHT Technologies, LLC for \$34,573.00. Motion carried.

## **AUDIOVISUAL QUOTES**

Bryan Knecht shared information regarding the audiovisual work needed at 1521 Technology Parkway, Cedar Falls. Bryan received two quotes, one from Conference Technologies (CTI) for \$131,314.96 and one from Midwest Computer Products for \$136,504.00. It was recommended that the board accept the quote from CTI for \$131,314.96. A motion was made by David Giese and seconded by Richard Vande Kieft to accept the quote from CTI for \$131,314.96. Motion carried. Sam Miller thanked Bryan Knecht for his many hours of hard work on the IT projects. Gus Delamore was also recognized for his work assisting Bryan.

## **DEPOSITORY BANK RESOLUTION AND LIMITS**

David Nicholson, CFO shared information regarding adding a second institution as a depository bank. The agency currently uses Wells Fargo as a depository bank. David recommended approval of a resolution naming Lincoln Savings Bank as a second depository bank with a limit not to exceed \$5,000,000.00 (5 million). A motion was made by Maureen Hanson and seconded by Dr. George North to approve the resolution naming Lincoln Savings Bank as a depository bank with a limit not to exceed \$5,000,000.00 (5 million). Motion carried.

## **REPORTS TO/FROM BOARD**

### **Dr. Jon McKenzie's Report:**

Dr. McKenzie shared information regarding Formative Assessment with the board. A grant was received in the amount of \$130,000 with an extended deadline to use the money by December 2017. This will enable the agency to hold classes over the summer months.

### **Dr. Jerry Schnabel's Report:**

Dr. Schnabel updated the board on moving the Media department to the Marshalltown office in July 2017. Orders can be taken and filled after July 31, 2017. Beth Strike will notify all district administrators and educators of the date of the changeover.

### **Beth Strike's Report:**

Beth Strike shared information regarding the launch of the new Central Rivers AEA website in May 2017.

### **Karl Kurt's Report:**

Karl Kurt reported to the board that the agency will be switching over to Gmail instead of Outlook for the 2017-18 school year.

**Sam Miller's Report:**

Sam Miller shared the news regarding Lead, Inspire, Innovate, which is the new professional learning series being implemented for the 2017-18 school year. This series will feature nationally known presenters and gives the agency a more assertive role in the professional development of district administrators and educators.

**Board of Directors' Reports:**

Dr. Darshini Jayawardena noted that the board conference held the end of March was a success and she found it enjoyable to network with other board members.

David Giese praised the Teacher of the Year who spoke at the conference and thanked Sam Miller for giving him and Dr. North a tour of the new facility.

Dr. George North praised the work being done in the new facility.

Richard Vande Kieft thanked Lori Thomas for her care and help to him and his wife during the board conference.

Roberta Kraft-Abrahamson praised Sam Miller and Ad Cabinet for their dedication and hard work on the new facility.

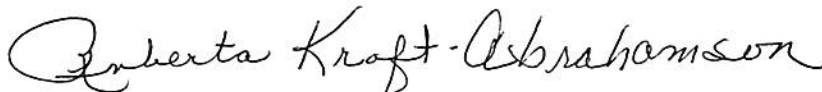
**ADJOURNMENT**

The meeting was declared adjourned at 7:35 p.m. by Vice President Roberta Kraft-Abrahamson on a motion by Dr. George North and seconded by Richard Vande Kieft.

**Respectfully Submitted,**



Lori Thomas, AEA 267 Board Secretary



Roberta Kraft-Abrahamson, AEA 267 Board Vice-President