



**UEN Steering Committee Meeting Minutes**  
**July 17, 2025, 12 pm**  
**1201 63<sup>rd</sup> Street, Des Moines, IA 50311**  
**or Via Zoom (contact [jen@iowaschoolfinance.com](mailto:jen@iowaschoolfinance.com) for link)**

**Steering Committee Attendees:** Amy Hawkins, Chair-Elect II (Dubuque), Cindy Garlock (Cedar Rapids), Vickie Murillo (Council Bluffs), Jackie Norris (Des Moines), Jared Smith (Waterloo) *(Bylaws require a majority of charter members for a quorum, and the quorum was met for this meeting.)*

**Other Members in Attendance:** Theron Schutte (Marshalltown)

**Staff/Guest Attendees:** Margaret Buckton (ISFIS), Jen Albers (ISFIS)

**UEN Purpose Statement:**

*The Urban Education Network keeps the state's lawmakers, the media, and the public informed about the progress and problems in our state's largest and most diverse schools. The organization does this through advocacy, legislation, communications and research.*

*The UEN also helps to build capacity in urban education by facilitating connections between member districts to improve student academic performance and narrow achievement gaps, improve professional development; and strengthen leadership, governance, and management.*

*In addition, joint efforts with other state organizations and policymakers extend the UEN's influence and effectiveness outside member school districts to the broader community that will ultimately benefit from the contributions of today's urban students.*

*All members of the Urban Education Network help determine program priorities. For guidance, the members rely upon data retrieved from local, state, regional and national sources. In addition, specific issues arise addressing contemporary events, legislative concerns and current trends. The priorities of the UEN continually evolve, reflecting the changing needs of urban students, families and communities.*

**1. Call to Order and Introductions**

*Chair-Elect Hawkins called the meeting to order at 12:02 pm. All attendees introduced themselves. A quorum was present.*

**2. Action on Agenda**

*Hawkins reviewed the agenda for the meeting.*

**3. Action on Minutes from February 7, 2025**

*Smith moved approval of the minutes, seconded by Norris. Approved unanimously.*

**4. Action on YTD Financial Report**

*Albers presented the YTD Financial Report through May 31, 2025, along with a bill pay listing of items since the last Steering Committee meeting. A motion was made by Garlock to*

*approve the 5/31/2025 YTD Financial Report and Bill Pay Listing as presented. Seconded by Smith. Approved unanimously.*

**5. Action on UEN Agreement with ISFIS for FY 2026 and FY 2027**

Per discussion at the most recent Steering Committee, staff shared an agreement between UEN and ISFIS for FY 2026 and FY 2027. Discussion ensued. *A motion was made by Smith to approve the proposed contract between UEN and ISFIS for FY 2026 and FY 2026. Second by Garlock. Approved unanimously.*

**6. Action on Budget and Dues Schedule for FY 2026**

*Albers and Buckton shared the FY 2026 Draft Budget and FY 2026 Membership Dues schedule, based on feedback from the most recent Steering Committee meeting discussion. Discussion ensued around the organization's reserves, membership fee history, and potentially using some of the budget surplus for marketing efforts. Norris moved the FY 2026 dues be set at \$10,750 for Charter & Founding Members and \$6,500 for Associate Members (no change from recent years), and approval of the FY 2026 Budget as presented. Second by Smith. Approved unanimously.*

**7. Action on Steering Committee Members/Officers for FY 2026**

Albers and Buckton shared the list of recommended Steering Committee officers and members for FY 2026. Discussion ensued. *Garlock moved approval of the Steering Committee Members for FY 2026 as presented. Second by Norris. Approved unanimously.*

The Treasurer role is a one-year term thus a Treasurer for FY 2026 needs to be appointed. *Hawkins nominated Smith to serve another term during FY 2026 as Treasurer. Second by Norris. Smith indicated he would be willing to serve again. Approved unanimously with Smith abstaining from the vote.*

**8. Action on Meeting Schedule for FY 2026**

Included in the packet was the draft meeting schedule for FY 2026. Discussion ensued. The group recommended we move the May date to late April as May seems problematic for schedule. *Norris moved approval of the FY 2026 Meeting Dates pending the change from May 2026 to April 2026. Second by Garlock. Approved unanimously.*

**9. Discussion on 2025 Legislative Session & Priorities & Interim Actions**

Buckton shared several legislative updates with the group including: (1) the DE's Letter to the Field which included a summary of 2025 session actions, (2) UEN 2025 Session Successes; and (3) the UEN Call to Action on Federal DOE Title Funding. Discussion took place around these topics.

**10. Discussion on Legislative Issue Survey and Committee for 2026 Priorities**

Buckton talked through the process of developing the UEN legislative priorities for 2026 and reviewed the Legislative Issues Survey in the packet which was sent out to UEN membership

a few weeks ago. Discussion ensued around the survey, as well as around property taxes and bonding authority.

**11. Updates from Steering Committee Members**

No updates were shared by Steering Committee Members.

**12. Other Business**

No other business was discussed.

**13. Adjourn**

The meeting adjourned by mutual consent at 12:58 PM.

Minutes respectfully submitted,  
Margaret Buckton, UEN Executive Director, 07/17/2025