



BOARD OF DIRECTORS

ROLL CALL

Board Members Present: Ann Campbell, President; Darlene “De” Stickel, Vice President; Dr. Richard Graham; Steve Wrightson; and, LeAnne Bremer. Mark Hottowe was excused. Non-voting member present: Jennifer Hawks-Conright.

CALL TO ORDER

The ESD 112 Board of Directors’ Business meeting was called to order by Ann Campbell, *President*, at 3:00 p.m. on January 28, 2020 with a quorum of five members present.

INTRODUCTIONS AND WELCOME OF GUESTS

- Ann Campbell welcomed Greg Kimsey, *Clark County Auditor*; Susan Rahl, *Administrative Assistant II*; Tina Vessey, *Compliance and Quality Assurance Manager*; Peggy Sandberg, *Director of Insurance Programs*; Scott LaBar, *Loss Control Supervisor*; and, Shaun Mettler, *Assistant Fiscal Officer II*, to the meeting.

OATH OF OFFICE

- Greg Kimsey, *Clark County Auditor*, administered the oath of office to five re-elected or elected ESD 112 board members: Ann Campbell, Dr. Richard Graham, Steve Wrightson, LeAnne Bremer, and Jennifer Hawks-Conright.
- Following the Oath of Office, Jennifer Hawks-Conright was recognized as a voting member.

POSTPONING WORK SESSION

- Ann Campbell announced the Open Meetings Act work session, scheduled following the business meeting, will be rescheduled to accommodate participation by all board members.

RETIREMENT RECOGNITION

- Susan Rahl, *Administrative Assistant II*, was awarded a crystal apple in recognition of her retirement.

REPORTS AND DISCUSSION

- Early Head Start and ECEAP Program Monthly Report: Tina Vessey, *Compliance and Quality Assurance Manager*, shared that Washington State Representative, Tana Senn, had visited child care centers and met with Early Care and Education providers to learn more about the child care crisis. She also reported the program had applied for a waiver from meeting the disability enrollment requirement of 10% for the Early Head Start center-based program. She noted staff was continuing to work to increase those enrollment numbers. The formal notice for a federal review was received and will be held the week of March 9-13.
- Insurance Programs Program Report: Loy Dale, *Assistant Superintendent for School and Agency Operations*; Peggy Sandberg, *Director of Insurance Programs*; Scott LaBar, *Loss Control Supervisor*; and, Shaun Mettler, *Assistant Fiscal Officer II*, reviewed the structure of the insurance cooperatives and provided an update on the Risk Cooperative, Workers’ Compensation, Unemployment Pool and the Loss Control/ Safety programs.
- Superintendent’s Report: Tim Merlino, *Superintendent*, briefed the board on the following:
 - A. Board retreat: The ESD 112 Board of Directors Retreat will be held March 23rd and 24th at the McMenamin’s Kalama Harbor Lodge in Kalama, WA.

- B. Board Appreciation: In recognition of Board Appreciation Month, ESD Board members were thanked for their service and given a note of thanks signed by ESD employees.
- C. ESD 112 Property Update: Pending purchase agreement for the property was withdrawn due to the denial of the buyers request to rezone the property to residential use. The ESD Brokers have recommended splitting up the property and selling the two disconnected parcels separately. The board approved of this approach and will receive updates on the progress of the sale as information becomes available.
- D. ESD Audit: State auditors are on site to conduct a state and federal audit of ESD programs. The board was invited to participate in the audit entrance interview scheduled for February 3rd from 1:00 p.m. – 2:00 p.m.
- E. SPERO Program Building Lease: The SPERO program has located space to house the program in Longview. The property is located at 803 Vandercook Way, Suites 1 and 3 and is next to the Quest building. Terms of the lease are \$2,500.00 per month, for 18 months.
- F. Child Care Program: The Burton Early Learning Center will be closing at the end of the 2019-20 school year. School-age care will be available through the end of the school year and at other sites through the summer. The Evergreen School District has agreed to transport Burton students to an alternate Early Care and Education location next year if families are interested in the service. Toddler and Preschool parents will be given first priority to transfer care early to open slots at other Early Care and Education centers. Families may choose to remain in child care at Burton through the end of the school year, but care at another site can't be guaranteed if families want to wait and transfer at that time.
- G. Legislative update: The ESDs will be seeking additional safety supports and funding for early learning coordinators. Our local Career Connected Learning Network has requested funds to further its work in the region. Signatures of support for the money were obtained from seventeen local legislators.
- H. ECEAP Update: The Early Childhood Education and Assistance Program (ECEAP) recently applied for 85 additional ECEAP slots and had also been notified they will be receiving an unidentified number of Early ECEAP slots. Early ECEAP is a new program that will serve at-risk infants and toddlers with comprehensive early learning and family support services.
- Employee Acknowledgements and Recognition: Monique Dugaw, *Executive Director* for *Communications and Public Engagement*, shared a presentation highlighting employees who received acknowledgements and appreciation of work accomplished. The presentation showcased the following staff members and events:
 - A. Integrated Learning Team: Vickei Hrdina, *Executive Director, SW WA Career Connected Learning Network*; Katherine Livick, *Integrated Learning Coach*; and Kristina Wambold, *Digital Learning Coach*, worked with WSUV pre-service elementary teachers on how to teach students computer science and computational thinking concepts across all disciplines and grade levels.
 - B. Youth Advocacy: The Prevent Coalition hosted the *Use Your Voice* annual youth advocacy training at Excelsior High School in Washougal. Washington State Representative Paul Harris was presented with an award for his support in passing Tobacco 21 legislation.
 - C. ECE and Hough ELC Team: Hannah Foss, Heather Anderson, Cari Wood and Stefani Johnson were recognized by OSPI representative, Gretchen Stahrbreunig, for their hospitality and information provided to support the Preschool Development Grant findings.
 - D. Communications Team Kudos: The ESD 112 Communications Team was recognized for creating 18 Bond and Levey mailers and campaigns.
 - E. Tuition Express: David Nelson, *Program Accountant*, was recognized for his work implementing the Tuition Express system that allows for online payment of child care fees.

PROPOSALS FOR ACTION

- Motion passed to approve the consent agenda items including minutes of the ESD 112 Board of Directors' Meeting – December 17, 2019; ESD 112 Personnel Activity Reports for December 2019, ESD 112 Expenditure Reports for November and December 2019; and Early Head Start expenditure reports for November and December 2019.

- **Motion passed** to approve the Board of Directors, Policy Council, Parent Committees, PAG Policy and Procedure.
- **Motion passed** to approve the Early Head Start Child Care Partnership Grant No. 10HP000087 Carryforward Request in the Amount of \$48,600 for the budget period 9/1/18-8/31/19.
- The first reading of proposed revisions to Board Policies: 3226-Interviews and Interrogations of Students; 3200- Rights and Responsibilities; 3240 Student Conduct Expectations; 3241 Behavior Management, Discipline and Corrective Action; and 3416 Medication of Children and Youth Program Participants, was reported by Marnie Allen. The final reading and approval will be requested at the next board meeting.
- The first reading of proposed Board Policy 3423-Parental Administration of Marijuana for Medical Purposes, was reported by Marnie Allen. The final reading and approval will be requested at the next board meeting.
- **Motion passed** to approve the terms of the Lease for the property at 803 Vandercook Way, Suites 1 and 3 in Longview, WA to house the SPERO Program.
- **Motion passed** to elect Ann Campbell to serve as President of the Board of Directors for 2020-2021.
- **Motion passed** to elect Darlene “De” Stickel to serve as Vice President of the Board of Directors for 2020-2021.

BOARD REORGANIZATION

- Election of Officers was held: Ann Campbell, President and De Stickel, Vice President.
- Appointments: Steve Wrightson to serve as 2020 AESD representative; Mark Hottowe to serve as the 2020 legislative representative; and De Stickel to serve as the 2020 representative for Early Head Start/ ECEAP Policy Council.
- Board members submitted their signed ESD 112 Experience/Affiliation Statements and Annual Disclosure Statements.

PUBLIC AND BOARD COMMENTS

- Correspondence
- **Poetry Out Loud**: No report was provided.

CALENDAR

- AESD Executive Board Meeting – PSESD – January 29, 2020 – 11:30 am – 2:00 pm
- WSSDA/WASA/WASBO Legislative Conference – Olympia, WA – February 9-10, 2020
- Third Year Accreditation Review – ESD 112 – February 25, 2020 – 11:00 am – 2:30 pm
- ESD 112 Board of Directors’ Business Meeting – ESD 112 – February 25, 2020– 3:00 pm – 5:00 pm
- WASA Small Schools Conference – Wenatchee, WA – March 9-10, 2020
- ESD 112 Art Show – ESD 112 – March 18, 2020 – 5:00 pm – 7:00 pm
- ESD 112 Board of Directors’ Retreat –McMenamins Kalama Harbor Lodge – March 23, 2020 – 8:30 am – 5:00 pm
- ESD 112 Board of Directors’ Business Meeting –McMenamins Kalama Harbor Lodge – March 24, 2020 – 8:30 am – 12:00 pm
- AESD Executive Board Meeting – Hotel Murano Tacoma – April 16, 2020 – 12:00 pm – 3:00 pm
- AESD Annual Conference – Hotel Murano Tacoma – April 16-18, 2020

EXECUTIVE SESSION

- The board moved into executive session at 5:16 p.m. for discussion with legal counsel under RCW 42.30.110(1) (i). The session was scheduled to end at 5:31 p.m.
- At 5:31 p.m. the board president announced the work session would continue for an additional fifteen minutes.
- The Executive Session was adjourned at 5:40 p.m. and regular business reconvened at 5:41 p.m.

ADJOURNMENT

The meeting adjourned at 5:43 p.m.



For questions, please contact Wendy Niehaus, Executive Assistant to the Superintendent, at (360) 952-3318 or email: wendy.niehaus@esd112.org. Approved minutes of the Board of Directors' meetings are kept in the ESD 112 Administration Offices and are public record.