EDUCATIONAL SERVICE DISTRICT 112

ESD 112 Board of Directors' Meeting Minutes

Tuesday, May 27, 2025
ESD 112, 2500 NE 65th Avenue, Vancouver, WA 98661

Minutes approved by the ESD Board of Directors on June 24, 2025.

1. CALL TO ORDER AND ROLL CALL

The ESD 112 Board of Directors' Business Meeting was called to order by President, Heidi Rosenberg, at 3:01 pm on May 27, 2025, with a quorum of seven members present.

1.1. Roll call of members present: Heidi Rosenberg, *President*; LeAnne Bremer, *Vice-President*; Susan Barker; Kevin Davis; Mark Hottowe; Mel Netzhammer, and Darlene Stickel.

1.2. Cabinet members present: Marnie Allen, *Assistant Superintendent, Human Resources & Insurance Programs*; Monique Dugaw, *Executive Director of Communications & Public Engagement*; Gavin Hottman, *Assistant Superintendent, Chief Financial Officer*; Mike Nerland, *Assistant Superintendent, Teaching & Learning*; Jeffrey Niess, *Executive Director*, *Specialized Student Services*; Jodi Wall, *Executive Director, Early Care & Education* and Kathy Whitlock, *Executive Director, Student and School Success.*

1.3. Guests present: Krissie Lenahan, Sarah Washburn.

1.4. Members of the Public Present: None.

1.5. Superintendent Present: Tim Merlino.

2. INTRODUCTION AND WELCOME OF GUESTS

2.1. Introduction and Welcome of Guests

2.1.1. Heidi Rosenberg, *President*, welcomed attendees and guests.

3. CONSENT AGENDA APPROVAL

3.1. Board Meeting Minutes

3.1.1. ESD 112 Board of Directors' Business Meeting – April 22, 2025

3.2. Personnel and Finance Reports
  3.2.1. ESD Personnel Activity Report – April 2025
  3.2.2. Contract Report – May 2025

3.3. ESD Expenditure Reports
  3.3.1. ESD GF Budget Status Report – April 2025
  3.3.2. ESD GF Expenditure by Object Summary – April 2025
  3.3.3. CCF Budget Status Report – April 2025
  3.3.4. ESD GF Warrant Log – April 2025
  3.3.5. ESD Accounts Payable Check Register
  3.3.6. Amended Financials

3.4. Early Head Start Budget Status/Expenditure Reports – April 2025
  3.4.1. EHS Budget Status Report – April 2025

Vouchers are audited and certified by the auditing officer as required by RCW 42.24.180, and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing made available to the board.

3.5. *ACTION:* A motion was made by Darlene Stickel and seconded by Mel Netzhammer to approve the consent agenda items listed above. **Motion passed.**

4. REPORTS AND DISCUSSION

4.1. Annual Policy Council & Board Governance Training: Jodi Wall, *Executive Director of Early Care & Education*, facilitated the annual training for the Board of Directors including a review of the Early Head Start (EHS) governance structure, which includes the Parent Policy Council, the ESD 112 Board of Directors, and program management staff. The board is provided with regular reports, annual self and community assessments, and updates on the program strategic plan and goals. Heidi Rosenberg serves as the board liaison to the Policy Council. Each year, program goals are established by staff and families based on the EHS self-assessment and community assessment.

4.2. Program Highlight: ESD 112 Policy Council: Jodi Wall, *Executive Director of Early Care & Education*, introduced Sarah Washburn, *ECE Family Support & Health Services Manager*, and secretary of the EHS/ECEAP Policy Council, Krissie Lenahan. Policy council members are parents of children enrolled in EHS or ECEAP programs. Krissie shared her experiences with ESD 112 programs and as a member of the Policy Council. The ESD 112 Policy Council was recently recognized with a WASA Community Leadership award for their work in the community and advocacy for families.

4.3. Early Head Start & ECEAP Monthly Report: Jodi Wall, *Executive Director of Early Care & Education*, shared highlights of the report. It was noted that the Central Park programs will be relocated to the new Central Heights early learning center. Updates to the new building are underway and the location is expected to open in August of this year.

4.4. ESD Budget Report: Tim Merlino, *Superintendent*, shared an update on federal and state impacts to the ESD 112 budget. Gavin Hottman, *Chief Financial Officer*, shared an overview of the 2025-26 ESD budget. The final budget presentation and request for approval will take place during the June board meeting.

4.5. Superintendent's Report: Tim Merlino, *Superintendent*, briefed the board on the following:

- 4.5.1. Staffing Plans: Superintendent Merlino hopes to have final funding information soon so staffing plans for next year can be finalized. The Governor signed the state budget last week but many state agencies are still determining program funding levels.
- 4.5.2. AESD Update: An update was shared regarding funding challenges throughout the state ESDs.
- 4.5.3. Gates Foundation Visit: The President of the National Gates Foundation recently visited the ESD 112 region to learn more about the investments they have made in counselors in rural schools through the Horizons grant. The visit included a meeting with students and staff at Naselle-Grays Valley School District as well as a roundtable meeting for program partners at Lower Columbia College.
- 4.5.4. Rural CTE Update: Enrollment in the Rural CTE Program has grown from nineteen students to ninety-eight students enrolled in nine districts for the upcoming school year.
- 4.5.5. Visit from Secretary Senn, DCYF: Secretary Tana Senn visited ESD 112 last week to discuss early learning programs and toured the therapeutic educational programs.
- 4.5.6. Promoting Public Schools Campaign: Superintendent Merlino asked Monique Dugaw, *Executive Director of Communications & Public Relations,* to share an update on the promoting public schools campaign. The new campaign was requested by local superintendents with a goal of partnering with local businesses to share the great work happening in public schools. Outreach to local organizations and businesses has begun.

4.5.7. NSPRA Award: A NSPRA Golden Achievement Award has been awarded to WASA for their Issues at the Core of Washington State's School Funding Dilemma public information project which was supported by the communications team at ESD 112.

4.5.8. STEPS Graduation: Graduation for the STEPS program will be held on June 13, 2025.

4.5.9. Employee Acknowledgements & Recognitions: Monique Dugaw, *Executive Director of Communications & Public Relations,* recognized Christine Katon, *Youth Workforce Program Manager*, who was awarded "The Sarah Anderson Memorial Outstanding Direct Support Professional Award" for the support and services she and her colleagues provide through the YES program. Erin Lucich, Director of School Improvement and Educational Leadership, was recently recognized as the recipient of the 2025 AWSP President's Award for her work supporting school leaders.

5. PROPOSALS FOR ACTION

5.1. *ACTION:* A motion was made by Kevin Davis and seconded by Darlene Stickel to approve the proposed EHS Community Assessment. Motion passed.

5.2. *ACTION:* A motion was made by Mel Netzhammer and seconded by LeAnne Bremmer to approve the EHS Self-Assessment. Motion passed.

5.3. *ACTION*: A motion was made by Mark Hottowe and seconded by LeAnne Bremer to approve the EHS Baseline Grant Application for the budget period 9/1/25-8/31/26, in the amount of $2,831,594, plus a non-federal share amount of $707,898. **Motion passed.**

5.4. *ACTION*: A motion was made by Darlene Stickel and seconded by Mel Netzhammer to approve the ESD 112 2025-2026 FY Employee Work Calendar. **Motion passed.**

6. PUBLIC AND BOARD COMMENTS

6.1. Public Comments: There were no public comments.

6.2. Correspondence: Letter from Allan Golston, President of the Bill & Melinda Gates Foundation; email from Dr. Rachel Davenport, Superintendent of North Kitsap School District; and an article from The Columbian newspaper celebrating Mel Netzhammer's retirement from WSU-V; email from Superintendent Ann Varkados commending Curtis Ellis for technology support provided to Centerville and Lyle School Districts.

6.3. Board Participation in Events:

6.3.1. Susan Barker and Heidi Rosenberg served on the State Accreditation Panel on May 12-13, 2025, in Tumwater.

6.3.2. Heidi Rosenberg attended the EHS/ECEAP Policy Council Meeting on May 15, 2025.

6.3.3. Heidi Rosenberg attended the WASA Award Ceremony on May 16, 2025.

6.3.4. Heidi Rosenberg attended an AESD course on Artificial Intelligence on May 19, 2025.

7. CALENDAR ITEMS

7.1. ESD 112 Board of Directors Business Meeting – ESD 112 – June 24, 2025

7.2. ESD 112 Board of Directors Business Meeting – ESD 112 – August 26, 2025

7.3. Heidi Rosenberg, President, announced that the board would meet in an Executive Session pursuant to RCW 42.30.110(1)(g) regarding the Performance of an Employee for 15 minutes and would reconvene the public meeting at 5:25 pm.

8. BOARD EXECUTIVE SESSION

8.1. Heidi Rosenberg, President, announced that the board would meet in an Executive Session pursuant to RCW 42.30.110(1)(g) regarding the Performance of an Employee for 15 minutes and would reconvene the public meeting at 5:25 pm.

8.2. Heidi Rosenberg shared that the board did not expect to take action following the executive session.

8.3. The public meeting was called back to order at 5:25 pm.

9. ADJOURNMENT

9.1. The meeting was adjourned at 5:26 pm.