EDUCATIONAL SERVICE DISTRICT 112

ESD 112 Board of Directors' Meeting Minutes

Tuesday, November 18, 2025
ESD 112, 2500 NE 65th Avenue, Vancouver, WA 98661

Minutes approved by the ESD Board of Directors on December 9, 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 3:00 pm on November 18, 2025, with a quorum of six members present.

1.1. Roll call of members present: Heidi Rosenberg, *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: Roxanna Filby, Krissie Lenahan, and Sarah Washburn.

1.4. Members of the Public Present: One person joined via video conference, name not identified.

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. PUBLIC COMMENTS

3.1. Public Comments: There were no public comments.

4. CONSENT AGENDA APPROVAL

4.1. Board Meeting Minutes
- 4.1.1. ESD 112 Board of Directors' Business Meeting – October 28, 2025

4.2. Personnel and Finance Reports
- 4.2.1. ESD Personnel Activity Report – October 2025
- 4.2.2. Contract Report – November 2025

4.3. ESD Expenditure Reports
- 4.3.1. ESD GF Budget Status Report – October 2025
- 4.3.2. ESD GF Expenditure by Object Summary – October 2025
- 4.3.3. CCF Budget Status Report – October 2025
- 4.3.4. ESD GF Warrant Log – October 2025
- 4.3.5. ESD Accounts Payable Check Register
- 4.3.6. Amended Financials

4.4. Early Head Start Budget Status/Expenditure Reports – October 2025
- 4.4.1. EHS Budget Status Report – October 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.

4.5. *ACTION:* A motion was made by Mark Hottowe and seconded by Darlene Stickel to approve the consent agenda items listed above. **Motion passed.**

5. REPORTS AND DISCUSSION

5.1. Annual Policy Council & Board Governance Training: Jodi Wall, *Executive Director of Early Care & Education (ECE)*, provided the annual governance training. Policy council is a parent leadership opportunity to allow for parent input and feedback in the Early Head Start and ECEAP programs. Krissie Lenahan and Roxanna Filby, parent policy council members, shared their experiences on the council.

5.2. Early Head Start & ECEAP Monthly Report: Jodi Wall, *Executive Director of Early Care & Education (ECE)*, shared highlights of this month's report including an update on hearing and vision screenings, staffing, and enrollment. Jodi also shared that The Ballmer Foundation announced a significant donation to the State of Washington of $1billion over ten years to add 10,000 ECEAP slots statewide.

5.3. ESD 112 Fiscal Update: Gavin Hottman, *Chief Business Officer,* provided a preliminary financial summary for the 2024-25 fiscal year.

5.4. On Target Report 2025: Superintendent Merlino and ESD 112 cabinet members shared an overview of the annual accountability report.

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

5.5.1. ESD Board Election Update: John Deeder was elected to the ESD 112 Board of Directors in the recent run-off election for the District 4 position. All new and re-elected board members will be sworn in at the January 2026 board meeting.

5.5.2. New Contracts Received: Superintendent Merlino updated the board on a new $1.7 million contract from the Gates Foundation to extend rural post-secondary efforts to larger districts and for work on a data center. The Construction Services Group (CSG) was awarded a contract in Meridian School District to build an early learning center, skills center, and middle school. Seven districts have been added to the crisis communications consortium.

5.5.3. Taholah School District Groundbreaking Ceremony: The Taholah School District welcomed over 150 guests to the groundbreaking ceremony for their new school that will be built by CSG. The ESD helped support the district with logistics for the event.

5.5.4. Property Purchase Update: Gavin Hottman, *Chief Business Officer*, shared an update on the proposed property purchase and discussed the proposed bond issuance and sale with the board.

5.5.5. 2026 Third Year Accreditation Review: Kathy Whitlock, *Executive Director of Student & School Success*, shared the draft schedule for the 2026 Third Year Accreditation Review and asked for volunteers from the board of directors to serve on the review panel. Darlene Stickel and Heidi Rosenberg volunteered to serve on the panel.

5.5.6. ESD 112 Legislative Forum: ESD 112 hosted the annual legislative forum on November 14, 2025. Eleven legislators participated in a dialogue with superintendents from the region regarding this year's legislative priorities and shared their goals for the upcoming session.

6. PROPOSALS FOR ACTION

6.1. *ACTION:* A motion was made by Mel Netzhammer and seconded by Kevin Davis to adopt new Policy 5161, Civility in the Workplace, with revisions suggested by the board of directors. **Motion passed.**

6.2. *ACTION:* A motion was made by Darlene Stickel and seconded by Mark Hottowe to approve Resolution R.25.06 – Approval of Issuance and Sale of Limited Obligation Bond. **Motion passed.**

6.3. *ACTION:* A motion was made by Kevin Davis and seconded by Darlene Stickel to approve Resolution R.25.07 – In the Matter of Approval of the Purchase of Real Property. **Motion passed.**

6.4. *ACTION:* A motion was made by Mel Netzhammer and seconded by Mark Hottowe to approve Resolution R.25.08 – In the Matter of Obsolete/Surplus Vehicles. **Motion passed.**

6.5. *ACTION:* A motion was made by Kevin Davis and seconded by Mark Hottowe to approve Resolution R.25.09 – In the Matter of Approving a Conditional Certificate for a Special Education Assignment. **Motion passed.**

7. BOARD COMMENTS

7.1. Correspondence: There was no correspondence this month.

7.2. Board Participation in Events:

7.2.1. Mel Netzhammer, Heidi Rosenberg, and Darlene Stickel attended an ESD 112 staff celebration on October 31, 2025. Susan Barker, Mark Hottowe, and Darlene Stickel attended the ESD 112 Legislative Forum on November 14, 2025.

8. CALENDAR ITEMS

8.1. AESA Annual Conference – Colorado Springs, Colorado – December 3-5, 2025

8.2. ESD 112 Board of Directors Business Meeting – Red Cross Building at Fort Vancouver – December 9, 2025

8.3. ESD 112 Board of Directors Business Meeting – ESD 112 – January 27, 2026

8.4. ESD 112 Board of Directors Business Meeting – ESD 112 – February 24, 2026

8.5. ESD 112 Board of Directors Retreat – TBD – March 23, 2026

8.6. ESD 112 Board of Directors Business Meeting – ESD 112 – March 24, 2026

8.7. AESA Annual Conference – Suquamish, WA – April 15-17, 2026

8.8. ESD 112 Board of Directors Business Meeting – ESD 112 – April 28, 2026

8.9. ESD 112 Board of Directors Business Meeting – ESD 112 – May 26, 2026

8.10. ESD 112 Board of Directors Business Meeting – ESD 112 – June 23, 2026
8.11. ESD 112 Board of Directors Business Meeting – ESD 112 – August 25, 2026

9. ADJOURNMENT

9.1. The meeting was adjourned at 4:58 pm.