EDUCATIONAL SERVICE DISTRICT 112

ESD 112 Board of Directors' Meeting Minutes

Tuesday, October 27, 2026
ESD 112, 2500 NE 65th Avenue, Vancouver, WA 98661

Minutes approved by the ESD Board of Directors on November 17, 2026.

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 October 27, 2026, with a quorum of six members present. Attendees were welcomed to the meeting.

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

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

1.3. Guests present: Dr. Dale McDaniel, AESD Executive Board President; Kevin Johnson, Director of School Programs; and Matthew Stephens, Program Coordinator

1.4. Members of the public: None present.

1.5. Superintendent Present: Tim Merlino.

2. CONSENT AGENDA APPROVAL

2.1. Board Meeting Minutes

2.1.1. ESD 112 Board of Directors' Business Meeting – September 22, 2026

2.2. Personnel and Finance Reports
  2.2.1. ESD Personnel Activity Report – September 2026
2.3. ESD Expenditure Reports
  2.3.1. ESD GF Expenditure by Object Summary – August & September 2026
  2.3.2. ESD GF Warrant Log – September 2026
  2.3.3. ESD Accounts Payable Check Register – September 2026
  2.3.4. Amended Financials
  2.3.5. Early Head Start Budget Status/Expenditure Reports – August & September 2026

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.

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

3. PUBLIC COMMENTS

3.1. Public Comments: None.

4. REPORTS AND DISCUSSION

4.1. AESD Executive Board President Visit: Dr. Dale McDaniel, President of the AESD Executive Board, has been visiting every ESD in the state. He shared about the role and work of the Association of Educational Service Districts (AESD), thanked ESD 112 Board members for their service and ongoing support, and provided an update on the expansion of summer program opportunities statewide through Ballmer-funded initiatives.

4.2. Highlight – Institutional Education & Open Doors Program: Kevin Johnson, Director of School Programs, and Matthew Stephens, Program Coordinator, shared a presentation highlighting the program's history, student services, educational pathways, and ongoing improvement efforts.

4.3. Early Head Start & ECEAP Program Monthly Report: Jodi Wall, Executive Director, Early Care & Education, shared September program updates, including expanded ECEAP services in Washougal and Wishram, program data, staffing, and Policy Council updates. She also informed the Board of a potential upcoming Early Head Start review that may require Board participation.

4.4. First Reading – Board Fiscal Policy Updates: Gavin Hottman, Assistant Superintendent, Chief Financial Officer, presented the first reading of revisions to four Board policies related to procurement cards, travel, public works, and transportation.

4.4.1. 6212 Purchasing Policy: Procurement Cards
4.4.2. 6213 Travel
4.4.3. 6225 Purchasing Policy: Public Works
4.4.4. 6440 Transportation: Travel in ESD or Personal Vehicles

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

4.5.1. Superintendent Merlino shared anticipated ESD 112 staffing changes for the upcoming year.
4.5.2. Visits by other ESDs to observe the therapeutic educational programs.
4.5.3. Potential future facility needs to support program growth, as well as an update on the Spokane IT hosting facility project.
4.5.4. Marnie Allen, Assistant Superintendent, shared an update regarding litigation.
4.5.5. Superintendent Merlino provided updates regarding district budget challenges.
4.5.6. DiscoverWorks summer program expansion into the region. Ninety-five schools in thirteen districts are eligible for participation.
4.5.7. Superintendent Merlino recognized the ESD 112 Communications team for earning thirteen Washington School Public Relations Association (WSPRA) communication awards, including six 'Best in Category' awards. Three additional WSPRA recognitions were awarded for work submitted by school districts that the ESD collaborated on.
4.5.8. Superintendent Merlino shared highlights from his and Gavin Hottman's participation in the Construction Services Group (CSG) Retreat.
4.5.9. Kathy Whitlock, Executive Director, provided an update on the third-year accreditation review process. This year, the ESD will support six schools across Kelso, Battle Ground, and Camas school districts.
4.5.10. Superintendent Merlino shared information regarding the ESD 112 Legislative Forum and invited Board members to participate on November 13, 2026.

5. ACTION ITEMS

5.1. *ACTION:* A motion was made by Darlene Stickel and seconded by Kevin Davis to approve the sixty-one 2026 Annual Board Policy Updates as proposed. **Motion passed.**

5.1.1. Policy 1001 – Definitions
5.1.2. Policy 1105 – Term of Office
5.1.3. Policy 1111 – Oath of Office
5.1.4. Policy 1114 – Board Vacancies
5.1.5. Policy 1220 – Board Officers and Duties of Board Members
5.1.6. Policy 1230 – Duties of Secretary
5.1.7. Policy 1300 – Policy Adoption
5.1.8. Policy 1310 – Administrative Procedures
5.1.9. Policy 1610 – Conflicts of Interest
5.1.10. Policy 1621 – Duties and Responsibilities of the Superintendent
5.1.11. Policy 2020 – Course Design, Selection and Adoption of Instructional Materials
5.1.12. Policy 2022 – Electronic Resources and Internet Safety
5.1.13. Policy 2025 – Copyright Compliance
5.1.14. Policy 2027 – District Ownership of Employee-Created Work
5.1.15. Policy 2106 – Program Compliance
5.1.16. Policy 2145 – Suicide Prevention
5.1.17. Policy 3207 – Prohibition of Harassment, Intimidation and Bullying
5.1.18. Policy 3224 – Student Dress
5.1.19. Policy 3226 – Interviews and Interrogations of Students on Program Premises
5.1.20. Policy 3230 – Student Privacy and Searches
5.1.21. Policy 3240 – Student Conduct Expectations
5.1.22. Policy 3246 – Restraint and Isolation
5.1.23. Policy 3411 – Accommodating Students with Seizure Disorders or Epilepsy
5.1.24. Policy 3412 – Automated External Defibrillators
5.1.25. Policy 3416 – Medication of Children and Youth Program Participants
5.1.26. Policy 3417 – Catheterization of Child and Youth Program Participants
5.1.27. Policy 3418 – Response to Injury or Illness
5.1.28. Policy 3421 – Reporting of Child or Dependent Person Abuse
5.1.29. Policy 3424 – Opioid Related Overdose Reversal
5.1.30. Policy 4000 – Media Contacts
5.1.31. Policy 4020 – Confidential Communications
5.1.32. Policy 4040 – Public Access to ESD 112 Records

5.1.33. Policy 4215 – Use of Tobacco, Nicotine Products and Delivery Devices
5.1.34. Policy 4217 – Effective Communication
5.1.35. Policy 4260 – Use of Facilities
5.1.36. Policy 5000 – Employment
5.1.37. Policy 5004 – Infection Control Program
5.1.38. Policy 5005 – Background Checks, Certification Requirements, Assurances and Approval Certification
5.1.39. Policy 5010 – Nondiscrimination and Affirmative Action
5.1.40. Policy 5050 – Contracts
5.1.41. Policy 5201 – Drug-Free Workplace
5.1.42. Policy 5215 – Assignment, Reassignment and Transfers
5.1.43. Policy 5251 – Conflicts of Interest
5.1.44. Policy 5253 – Maintaining Professional Employee/Student Boundaries
5.1.45. Policy 5254 – Employee Professionalism and Social Media
5.1.46. Policy 5260 – Personnel Records
5.1.47. Policy 5270 – Resolution of Complaints
5.1.48. Policy 5280 – Separation from Employment
5.1.49. Policy 5281 – Discipline and Discharge
5.1.50. Policy 5400 – Leaves of Absence
5.1.51. Policy 5401 – Sick Leave
5.1.52. Policy 5408 – Jury Duty and Subpoena Leave
5.1.53. Policy 5411 – Vacation
5.1.54. Policy 5515 – Health and Additional Benefits
5.1.55. Policy 5520 – Professional Development
5.1.56. Policy 6211 – Purchasing Policy: Procurement
5.1.57. Policy 6215 – Purchasing Policy: Vouchers & Warrants Approval and Certification
5.1.58. Policy 6212 – Purchasing Policy: Procurement Cards
5.1.59. Policy 6605 – Student Safety Walking, Biking and Riding Buses
5.1.60. Policy 6880 – Loan of Equipment
5.1.61. Policy 6881 – Disposal of Surplus or Obsolete Materials and Equipment

5.2. *ACTION*: A motion was made by Susan Barker and seconded by Mel Netzhammer to approve Resolution R.26.07 – In the Matter of Obsolete/Surplus Items – Buses. **Motion passed.**

5.3. *ACTION*: A motion was made by Mel Netzhammer and seconded by Darlene Stickel to approve Resolution R.26.08 – In the Matter of Amending Resolution R.26.05 related to the Purchase of Real Property. **Motion passed.**

6. BOARD COMMENTS

6.1. Correspondence: There was no correspondence this month.

6.2. Board Participation in Events:

6.2.1. Heidi Rosenberg participated in the EHS/ECEAP Policy Council Meeting on October 15, 2026.

7. CALENDAR ITEMS

7.1. Board of Directors Business Meeting – ESD 112 – November 17, 2026
7.2. AESA Annual Conference – Orlando, FL – December 2-4, 2026
7.3. Board of Directors Business Meeting – ESD 112 – December 8, 2026
7.4. Board of Directors Business Meeting – ESD 112 – January 26, 2027
7.5. Board of Directors Business Meeting – ESD 112 – February 23, 2027
7.6. Board of Directors Annual Retreat – TBD – March 22, 2027
7.7. Board of Directors Business Meeting – TBD – March 23, 2027
7.8. AESD Annual Conference – Cle Elum – April 14 - 16, 2027
7.9. Board of Directors Business Meeting – ESD 112 – April 27, 2027
7.10. Board of Directors Business Meeting – ESD 112 – May 25, 2027
7.11. Board of Directors Business Meeting – ESD 112 – June 22, 2027
7.12. Board of Directors Business Meeting – ESD 112 – August 24, 2027

8. ADJOURNMENT

8.1. The meeting was adjourned at 5:00 pm.