

EDUCATIONAL SERVICE DISTRICT 112

COUNTIES

CLARK
COWLITZ
Klickitat
PACIFIC
SKAMANIA
WAHkiakum

BOARD OF DIRECTORS

SUSAN BARKER
KEVIN DAVIS
JOHN DEEDER
MARK HOTTOWE
MEL NETZHAMMER
HEIDI ROSENBERG
DARLENE STICKEL

SUPERINTENDENT

TIM MERLINO

ESD 112 Board of Directors' Meeting Minutes

Tuesday, April 28, 2026

ESD 112, 2500 NE 65th Avenue, Vancouver, WA 98661

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 April 28, 2026, with a quorum of six board members present.

- 1.1 Roll call of members present: Heidi Rosenberg, *President*; Susan Barker, Kevin Davis, John Deeder, Mark Hottowe, and Darlene Stickel.
- 1.2 Cabinet members present: Marnie Allen, *Assistant Superintendent, Human Resources & Insurance Programs*; Monique Dugaw, *Executive Director, Communications & Public Engagement*; Gavin Hottman, *Assistant Superintendent, Chief Business Officer*; Mike Nerland, *Assistant Superintendent, Teaching & Learning*; Jeffrey Niess, *Executive Director, Specialized Student Services*; and Jodi Wall, *Executive Director, Early Care and Education*.
- 1.3 Guests present: Makoa Jacobsen, Christian Link
- 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 Retreat – March 23, 2026
 - 3.1.2 ESD 112 Board of Directors' Meeting – March 24, 2026
- 3.2 Personnel and Finance Reports
 - 3.2.1 ESD Personnel Activity Report – March 2026
 - 3.2.2 Contract Report – April 2026
- 3.3 ESD Expenditure Reports
 - 3.3.1 ESD GF Budget Status Report – March 2026
 - 3.3.2 ESD GF Expenditure by Object Summary – March 2026
 - 3.3.3 ESD GF Warrant Log – March 2026
 - 3.3.4 ESD Accounts Payable Check Register
 - 3.3.5 Amended Financials
- 3.4 Early Head Start Budget Status/Expenditure Reports
 - 3.4.1 EHS Budget Status Report – March 2026
 - 3.4.2 EHS Credit Card Report – March 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.

- 3.5 *ACTION:* A motion was made by Susan Barker and seconded by John Deeder to approve the consent agenda items listed above. **Motion passed.**

4. PUBLIC COMMENTS

- 4.1 Public Comments: None

5. REPORTS AND DISCUSSION

- 5.1 Program Highlight: Information Technology (IT) Services: Makoa Jacobsen, *IT Director*, and Christian Link, *Associate Director of IT*, shared an overview of IT services which includes agency and program support, statewide pdEnroller registration and clock hour services, Laserfiche cooperative and district support, and E-Rate services. Makoa reviewed the wide range of meetings that ESD 112 hosts to bring together school district IT staff and in support of statewide services.
- 5.2 Early Head Start & ECEAP Monthly Report: Jodi Wall, *Executive Director Early Care and Education*, shared highlights of this month's report. During March, National Child and Adult Care Food Program week was celebrated. Kitchen staff were featured in staff spotlights across social media platforms. The ESD applied for additional ECEAP slots and should learn if

some or all were awarded by the end of the month. Jodi shared the results of a recent OHS Monitoring Report and discussed the Corrective Action Plan with the board of directors, as well as progress on the action plan and next steps. The board was given an opportunity to provide feedback on the Corrective Action Plan. No additional suggestions were shared.

- 5.3 Superintendent's Report: Tim Merlino, *Superintendent*, briefed the board on the following:
- 5.3.1 Gavin Hottman, *Chief Business Officer*, shared an update on the road construction in front of the main campus as result of a sewer expansion. The project is expected to be completed in July.
 - 5.3.2 Superintendent Merlino reviewed the proposed timeline for the annual superintendent evaluation. No changes were requested to the timeline or the process.
 - 5.3.3 Monique Dugaw, *Executive Director of Communications and Public Relations*, shared a briefing on the Clark County reunification exercise for school districts that was hosted by Ridgefield School District in cooperation with the ESD 112 Regional School Safety Center and CRESA.
 - 5.3.4 Superintendent Merlino shared an update on visits from ESD 105, PSESD 121, NCESD 171, and OSPI to visit ESD 112 programs. ESD 189 is scheduled to visit in late June.
 - 5.3.5 Amber Ziring has been hired as the Director of Early Intervention and started in her position this month.
 - 5.3.6 An update was shared on annual superintendent visits. Superintendent Merlino has now visited over half of the districts in the region.
 - 5.3.7 A briefing was provided on district financial issues.
 - 5.3.8 ESD 112's annual audit has concluded with no findings.
- 5.4 Employee Acknowledgments & Recognitions: Monique Dugaw, *Executive Director of Communications and Public Relations*, recognized Emma Lajoie, ECE, for her exceptional service to families at the Park Crest Early Learning Center; and Laura Martin, Communications, for her work leading the migration of over twenty-five websites to a new hosting platform in one month. Breakout session presenters for annual Service First Conference for administrative professionals were also recognized for their work to provide informative and engaging presentations. Presenters included Anna Hixon, Erin Lucich, Justine Vasquez, Kathy Whitlock, Kristina Wambold, and Rachel Hay.

6. ACTION ITEMS

- 6.1 *ACTION*: A motion was made by John Deeder and seconded by Mark Hottowe to approve Resolution R.25.12 – Annual Authorization Reduction in Force. **Motion passed.**

- 6.2 **ACTION:** A motion was made by Susan Barker and seconded by Kevin Davis to approve Resolution R.25.13 – In the Matter of Closing the Child Care Enterprise Fund and Transfer Remaining Balances to the Operating Fund. **Motion passed.**

7. BOARD COMMENTS

- 7.1 Correspondence: Accolades were shared regarding the ESD 112 Audiology team, and a letter of thanks to bus driver, Tom Yamada, for the differences he makes in the lives of students and families.
- 7.2 Board Participation in Events:
7.2.1 Kevin Davis, Mel Netzhammer, Heidi Rosenberg and Darlene Stickel attended the AESD Annual Conference in Suquamish, April 15-17, 2026.

8. CALENDAR ITEMS


- 8.1 ESD 112 Board of Directors Meeting – ESD 112 – May 26, 2026
8.2 ESD 112 Board of Directors Meeting – ESD 112 – June 23, 2026
8.3 ESD 112 Board of Directors Meeting – ESD 112 – August 25, 2026

9. ADJOURNMENT

- 9.1 The meeting was adjourned at 4:38 pm.



Heidi Rosenberg, President



Tim Merlino, Superintendent