



## ESD 112 Board of Directors' Meeting January 23, 2024

### ROLL CALL

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Board Members Present: LeAnne Bremer, Vice President; Susan Barker; Kevin Davis; Nancy Miller; and Darlene Stickel. Superintendent Present: Tim Merlino. Cabinet Members Present: Marnie Allen, Monique Dugaw, Gavin Hottman, Mike Nerland, Jeffrey Niess, Jodi Wall, and Kathy Whitlock. Guests: Nicole Helms, Scott Henke, Kailynn Keirstead, Cathy Sork, Sarah Washburn. Member of the Public: Kelly Cannard.

### CALL TO ORDER

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The ESD 112 Board of Directors Business meeting was called to order by LeAnne Bremer, *Vice-President*, at 3:00 pm on January 23, 2024. A quorum of five members was present.

### OATH OF OFFICE

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Tim Merlino, *Superintendent*, administered the oath of office to Susan Barker, Kevin Davis, and Nancy Miller. All were elected to office in November 2023. Heidi Rosenberg was also elected in November and will take her oath at the February 2024 board meeting.

### SPECIAL GUEST

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Cathy Sork, *Principal of Dorothy Fox Elementary in Camas School District*, was selected by the Association of Washington State Principals as Washington State Elementary Principal of the Year. The ESD 112 Board of Directors congratulated her on her accomplishments and thanked her for her service to students and the community.

### REPORTS AND DISCUSSION

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- Program Highlight: ECE Family Services: Jodi Wall, *Executive Director of Early Care & Education (ECE)*, introduced Sarah Washburn, *ECE Family Support & Health Services Manager*, and *ECE Family Support Specialists* Kailynn Keirstead, Nicole Helms, and Scott Henke. The team shared an overview of the services they provide. Twenty-two Family Support Specialists provide support to families enrolled in the Early Head Start, Early ECEAP, and ECEAP programs. Families engaged in the Early Head Start home-based program receive weekly home visits that last approximately ninety minutes. Families that participate in center-based programs receive three to four home visits throughout the year and monthly contact. Opportunities are also provided for families to connect and engage in Policy Council Meetings and Community Connect events. Family support specialists help to connect families with community resources and, when needed, assist in delivering items such as food baskets, clothing, diapers, and wipes to families that have barriers to accessing resources.
- Early Head Start & ECEAP Monthly Report: Jodi Wall, *Executive Director of Early Care & Education (ECE)*, shared highlights of the report including an update on staff participation in professional learning communities. Jodi also shared that meetings have continued with DCYF regarding enrollment and programs are making gains. In December, there was a robust policy council meeting where parents engaged in planning for a first responder event for families.

- First Reading: New Policy 5252 Political Activities: Marnie Allen, *Assistant Superintendent of Human Resources and Insurance Programs*, presented a first reading on the new policy 5252. This policy has been proposed to address the requirements of some ESD program funders.
- First Reading: Revised Policy 5155 Health & Additional Benefits: Marnie Allen shared an overview of proposed updates to Policy 5155 which will update language and new coverage available after the move to enrollment in the School Employees Benefits Board (SEBB).
- Superintendent's Report: Tim Merlino, *Superintendent*, briefed the board on the following:
  - ESA Inquiries: Superintendent Merlino shared that nine school districts have requested information on joining the ESA cooperative. Jeffrey Niess, *Executive Director of Specialized Student Services*, reviewed the process that staff go through to assess whether interested districts might be a good fit for membership in the cooperative.
  - Funding for Day Treatment Program: Work is underway to find funding sources to support the participation of basic education students in the Spero Center in response to district and family requests. Kathy Whitlock, *Executive Director of Student & School Success*, shared an update on the progress of these efforts.
  - Residential Behavioral Services Program: The ESD is evaluating the possibility of offering residential behavioral program services that are not available in Washington to serve students with significant intellectual disabilities and behavioral needs. The state is currently spending \$15-17 million dollars from public education for student placements out of state because there are no placements available in Washington.
  - ESD-U Funding: Tim recently met with Representative Stonier to discuss funding for the ESD-U program.
  - Employee Benefits Update: In December, the ESD transitioned from the Public Employees Benefits Board to the School Employees Benefits Board as required by the legislature. Human Resources staff were commended for their work helping over 700 employees to transition to the new benefits provider.
  - Inclement Weather: During the recent inclement weather, ESD 112 closed to the public or delayed opening for several days due to unsafe driving conditions.
  - Superintendent Openings: Tim shared an update on districts in the region that are currently seeking superintendents or anticipate superintendent vacancies.
  - District Funding: Gavin Hottman, *Chief Business Officer*, shared an update on the budget issues districts are facing.
  - Mill A: Tim and Marnie Allen recently provided training for the Mill A board of directors. Tim also shared that the district currently has a vacant position, and the school board has been unable to appoint a candidate. If a district is unable to fill a vacant board position, the ESD board is required to appoint a board member to serve until the next public election. Mill A is expected to request this assistance.
- Employee Acknowledgements & Recognitions: Monique Dugaw, *Executive Director of Communications & Public Engagement*, shared employee acknowledgments. Don Wells, *Computer/Software Support Technician*, was recognized for his visit to share gifts with students in the STEPS program in Cowlitz County.

## PROPOSALS FOR ACTION

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- **Motion passed** to approve the consent agenda items including minutes of the ESD 112 Board of Directors Meeting – December 2023; ESD 112 Personnel Activity Reports for January 2024, ESD Expenditure Reports for November and December 2023, and EHS Budget Status/Expenditure Reports for November and December 2023.
- **Motion passed:** To approve Resolution R.23.07 In the Matter of Approving a Conditional Certificate for a Special Education Assignment.
- **Motion passed:** To approve Resolution R.23.08 In the Matter of Obsolete/Surplus Items.

## BOARD REORGANIZATION

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- The annual election of officers was held. Mark Hottowe was elected to continue serving as president for an additional year. LeAnne Bremer was elected to continue serving as vice-president for an additional year.
- Darlene Stickel was appointed to serve as the 2024 AESD Representative.
- Appointment of a Legislative Representative and EHS/ECEAP Policy Council Representative will be delayed until the next board meeting.

## PUBLIC AND BOARD COMMENTS

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- Public Comments: No public comments were made.
- Correspondence: This month's correspondence included an email commending the ESD 112 Communications team from Dr. Granger, Superintendent of Bremerton School District.
- Board Participation in Events: None this month.

## CALENDAR

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- AESD Third Year Accreditation Review – ESD 112 – February 27, 2024
- ESD Board of Directors Business Meeting – ESD 112 – February 27, 2024
- ESD Board of Directors Annual Retreat – Hilton Hotel, Vancouver - March 25, 2024
- ESD Board of Directors Business Meeting – ESD 112 – March 26, 2024
- AESD Annual Conference – Campbell's Resort, Lake Chelan - April 3-5, 2024
- ESD Board of Directors Business Meeting – ESD 112 – April 23, 2024
- ESD Board of Directors Business Meeting – ESD 112 – May 28, 2024
- ESD Board of Directors Business Meeting – ESD 112 – June 25, 2024

## ADJOURNMENT

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The meeting was adjourned at 4:38 pm.



For questions, please contact Sara Moore, Executive Assistant to the Superintendent, at (360) 952-3318 or email: [sara.moore@esd112.org](mailto:sara.moore@esd112.org). Approved minutes of the Board of Directors' meetings are kept in the ESD 112 Administration Offices and are public record.