



ESD 112 Board of Directors' Meeting March 28, 2023

ROLL CALL

Board Members Present: Mark Hottowe, President; LeAnne Bremer; Susan Barker; Kevin Davis; Nancy Miller; Heidi Rosenberg; and Darlene Stickel. Cabinet Members Present: Marnie Allen, Monique Dugaw, Gavin Hottman, Mike Nerland, Jeffrey Niess, and Jodi Wall. Guests Present: Michelle Aguilar, Makoa Jacobsen, McKinzee Pachi, Sonya Shine, and Bruce Spilde.

CALL TO ORDER

The ESD 112 Board of Directors Business meeting was called to order by Mark Hottowe, *President*, at 9:01 am on March 28, 2023. A quorum of seven members was present.

REPORTS AND DISCUSSION

- Early Childhood Mental Health Consultation: Jodi Wall, *Executive Director of Early Care & Education*, introduced Michelle Aguilar, McKinzee Pachi, Sonya Shine, and Bruce Spilde, to share information on early childhood mental health consultation services provided by ESD 112.
 - Infant Early Childhood Mental Health Consultation (IECMHC) is a prevention-based indirect service that builds the capacity of providers and families to support and sustain healthy social-emotional development in children. Support is provided to families, child care and ECEAP programs, coaches supporting Early Achievers, ECE Specialists and Continuous Quality Improvement Specialists. For an overview of IECMHC, [click here](#).
 - Services are available to all licensed child care centers that participate in Early Achievers for SW Washington and Lewis County. Between September 2022 – March 2023, ESD 112 has served 24 sites, 91 ECE educators, and 66 children.
 - ESD 112 partners with child welfare organizations in order to find and provide services to the most vulnerable families and is currently serving a higher percentage of children whose families are experiencing homelessness, involvement in child welfare, domestic violence, and/or substance abuse than the state average.
- Early Head Start & ECEAP Program Monthly Report: Jodi Wall, *Executive Director of Early Care & Education*, reviewed highlights of the monthly report. ESD 112 recently completed a formal ECEAP review. As a part of the review, DCYF staff visited two early learning centers in person and facilitated visits with several other centers virtually. Last week, ESD 112 was entered into an EHS enrollment plan. The child care staffing crisis is the primary factor in low enrollment. There are currently vacant classrooms but children remain on waitlists because there are not enough staff to open the classrooms. ECE staff continue to explore options to attract and retain staff that meet required qualifications. Heidi Rosenberg, ESD 112 Board liaison to the Policy Council, shared an update on the recent Policy Council Meeting and commended Robert Reyna and Kaela Praisewater for their facilitation skills and ability to adeptly shift to conducting the meeting in both English and Spanish when the scheduled interpreter did not arrive.
- Debrief Board Retreat: Mark Hottowe, *Board Chair*, facilitated a discussion debriefing the ESD 112 Board Retreat on March 27, 2023.

- First Reading on New Board Policy 6550 – Information Security: Gavin Hottman, *Chief Business Officer*, and Makoa Jacobsen, *IT Director*, reviewed the proposed new policy.
 - The proposed policy formalizes many practices that are already in place. Adoption of a formal policy is necessary for insurance purposes. In addition, there is an increased focus on cybersecurity policies and procedures in many program audits. The policy will be followed to protect ESD information confidentiality, integrity, availability, and privacy.
- Superintendent’s Report: Tim Merlino, *Superintendent*, briefed the board on the following:
 - Safety Net Update: \$2.7 million request was submitted which was \$400,000 more than previously submitted. It was noted that 60% of districts in the state do not submit safety net requests in part due to the arduous application process.
 - Audit Update: Gavin Hottman, *Chief Business Officer*, shared an update on the ongoing ESD 112 audit. The audit process began in late January and was completed last week. The exit interview will be scheduled in April.
 - House Budget released: An update was shared on the recently released House budget.
 - AESD – Interlocal Agreements and Constitution: Superintendent Merlino provided an overview of the Association of ESDs and the work of the network. A new interlocal agreement has been created that defines the AESD Network and AESD Board Association, as well as an updated extraterritorial agreement that defines how ESDs work outside their region. The board will be asked to approve the superintendent’s signing of the agreements later in the meeting.
 - Potential Boundary Issue: A citizen is in the process of submitting a boundary change petition for Castle Rock and Toutle Lake School Districts.
 - Mental Health Grant Funds: ESD 112 has been awarded two new grants for work in Klickitat County.
 - Accreditation Panels: There are openings for board members to participate in accreditation panels for Western Washington in Tumwater on May 15 - 17. Board members can volunteer to serve on panels for all or part of the days.
 - AESD Conference: More information will be shared later this week regarding travel plans for the AESD Conference.
- Employee Acknowledgements & Recognition: Monique Dugaw, *Executive Director of Communications and Public Relations*, recognized the following ESD 112 staff members: Columbia Valley ECE Care Team, Risk Management Team, and Courtney Larkin. Jodi Wall, *Executive Director of Early Care and Education*, acknowledged Hearthwood Elementary School child care staff.

PROPOSALS FOR ACTION

- **Motion passed** to approve the consent agenda items including minutes of the ESD 112 Board of Directors’ Meetings – February 14, 2023, and February 21, 2023; ESD 112 Personnel Activity Reports for March 2023; ESD Expenditure Reports for February 2023; and EHS Budget Status/Expenditure Reports for February 2023.
- **Motion passed**: To adopt Revised Board Policies, Chapter 5000, Personnel.
- **Motion passed**: To approve the superintendent’s signing of the AESD Extraterritorial Interlocal Agreement and AESD Network Interlocal Agreement.

PUBLIC AND BOARD COMMENTS

- Public Comments: There were no public comments.
- Correspondence: There was no correspondence.
- Board Participation at Events:
 - AESD Executive Board Meeting was attended by Darlene Stickel on March 13, 2023.
 - EHS/ECEAP Policy Council Meeting was attended by Heidi Rosenberg on March 16, 2023.

CALENDAR

- AESD 2023 Conference – Hyatt Regency Lake Washington – April 12-14, 2023
- ESD 112 Board of Directors Meeting – ESD 112 – April 25, 2023
- ESD 112 Board of Directors Meeting – ESD 112 – May 23, 2023
- ESD 112 Board of Directors Meeting – ESD 112 – June 27, 2023
- ESD 112 Board of Directors Meeting – ESD 112 – August 29, 2023

BOARD WORK SESSION

Marnie Allen, *Assistant Superintendent of Human Resources, Legal Services, and Insurance Programs*, provided Open Public Meeting Act Training for the ESD 112 Board of Directors. The training was attended by all ESD 112 Directors.

ADJOURNMENT

The meeting adjourned at 11:52 am.



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