



**BOARD BRIEFS –February 25, 2016**

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## **ROLL CALL**

Board Members Present: Richard Graham, Vice President; Ann Campbell; Steve Wrightson; Darlene Stickel; and Rainer Houser. Trish Kellogg, President, and Marilyn Koeninger were excused.

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## **CALL TO ORDER**

The ESD 112 Board of Directors' Special meeting was called to order by Vice President Dr. Richard Graham at 3:00 p.m. on February 25, 2016, with a quorum of five members present.

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## **INTRODUCTIONS AND WELCOME GUESTS**

- Lindahl Grant, *Director of Specialized Transportation*
- Tina Vessey, *Early Learning Program Manager*
- Kristi Baker, *Executive Director of ECEAP/SWCCC*
- Jackie Brock, *School Readiness Manager*
- Leticia Renschler, *ECEAP Early Learning Office Assistant*
- Ann Miszczak, *Chairperson, EHS/ECEAP Policy Council*
- Robyn Ply, *Vice Chairperson, EHS/ECEAP Policy Council*
- Mallory Hayford, *Secretary/Treasurer, EHS/ECEAP Policy Council*
- Maria Garcia, *Voting Member, EHS/ECEAP Policy Council*
- Sharon Linn, *Voting and Community Member, Vancouver Housing Authority*
- Veronica Carrillo, *Alternate Member, EHS/ECEAP Policy Council*
- Mallory Cox, *Alternate Member, EHS/ECEAP Policy Council*
- Scott Cox, *Alternate Member, EHS/ECEAP Policy Council*
- Amy Kyle, *Alternate Member, EHS/ECEAP Policy Council*

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## **WORK SESSION**

Tim Merlino provided an update on the organization and the board discussed the proposed organizational structure.

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## **PUBLIC HEARING**

President Graham opened the public hearing to discuss ESD 112's intent to sell real property at 3:39 p.m. He provided a brief overview of the purpose of the public hearing and called for questions and comments. As there was no comment offered by the public, the hearing was closed at 3:41 p.m.

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## **PUBLIC AND BOARD COMMENTS**

- Correspondence file with emails and letters was reviewed by board members.
- Board members commented on the local functions they attended on behalf of the ESD:
  - A. WASA-WSSDA-WASBO Legislative Conference – January 31-February 1, 2016 in Olympia, Washington – Rainer Houser and Ann Campbell attended the conference and commented on the event.

Rainer provided each board member a copy of an opinion piece from one of the conference keynote speakers, Jim McIntire.

B. Vancouver Public Schools Patron Tour of VSAA – January 22, 2016 – Trish Kellogg and Dr. Richard Graham attended this event. Richard shared his comments about the event.

C. Poetry Out Loud – February 2, 2016 – Ann Campbell attended and commented on the event. The board commended Kelly McPherson, *Secretary II for Human Resources and CSG*, for organizing the event.

D. Trout Lake School of Distinction Award – February 17, 2016 – Ann Campbell attended and commented on the award presentation. She noted they have won the award in the past.

E. Longview Public Schools School of Distinction Award – February 22, 2016 – Rainer Houser attended and commented on the award presentation. He noted R.A. Long High School has increased their graduation numbers over a short period of time from 58% to 83%.

F. AESD Executive Board Meeting – February 23, 2016 – Richard Graham and Tim Merlino commented on the AESD Executive Board Meeting. Richard noted due to changing the president's term of office to a two year term, this will require a revision to the existing AESD Constitution. The proposed revision will be up for vote during the annual conference. The AESD retained an event planner to assist the ESD's with preparing for the annual conference. He thanked Lori Oberheide, *Executive Director of Communications & Public Engagement*, and Rose Yandell, *TV Etc. Coordinator*, for creating the "What is an ESD" video. The video will premiere at the annual conference. He also noted Lori's communication team was selected to assist with updating the AESD website. Additionally, Richard stated there will be 50 schools seeking accreditation this year and this is a tremendous increase from last year.

## **REPORTS AND DISCUSSION**

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- Early Head Start Program Report: Jodi Wall, *Director of Child Care and Early Learning*, reported they have been reviewing data reports, particularly attendance reports at the policy council meeting. They are working to find new strategies to improve attendance. She also reviewed the wait list numbers and noted they are working to increase the wait list.
- Cowlitz Co. Program Update: Financing has been approved to purchase and remodel the Longview property, identified as the "Quest Academy." Per Mary, they are in the process of finalizing floor plans, budget, and startup costs. Dr. Sara Paul will work at developing the program. Additionally, they will hold a series of meetings with district directors to familiarize them with the new facility.
- Transportation Update: Lindahl Grant, *Director of Specialized Transportation*, provided an update on the specialized transportation program and noted they currently serve 20 school districts, two state schools, and two ECEAP sites with 52 buses transporting over 400 students daily. He noted the homeless transportation count has increased 43% since January 2015; there are 31 co-op routes transporting 378 students to 127 school sites, and five buses serve homeless students and behavioral schools in the Portland/Gresham area.
- Annual Audit Update: Gavin Hottman, *Chief Financial Officer*, provided an update on the audit process and commented they should be exiting soon. He noted the audit is going well and anticipates a clean audit.
- Legislative Update: Loy Dale, *Executive Director of School and Agency Operations*, provided the legislative update to the board. Discussion took place regarding the McCleary decision and the "plan to plan bill" that made it through the senate. He also commented on a safety center bill and house budget.
- Superintendent Tim Merlino briefed the board on the following:
  - A. ECEAP Slot Update: Barbara Lomas, *Associate Superintendent of Student and School Success*, provided an update to the board. She noted in 2012 they started out with 38 slots and this year they served 384, with half of these identified as new slots. The team used many strategies to recruit and fill the slots such as bus campaigns, newspaper articles, social media, door to door, flyers, postings at medical and dental clinics, and more. This year they had a couple of new sites and she reviewed the challenges they faced while making sure the community knew these sites were available and how they could access them. The board commended and recognized the team for all of their efforts to fill the remaining slots.

B. Board Retreat: In the process of finalizing the agenda for the board retreat to be held Monday, March 28<sup>th</sup> at the Heathman Lodge. The board meeting will take place the following morning at ESD 112.

C. Castle Rock Superintendent Search: New Superintendent for Castle Rock School District is Jim Mabbott.

D. ESD Facility Update: Five new dry wells were recently installed, the print center is just about finished and the existing center will begin relocating to the 2200 Building next week.

E. Board Policies: Marnie Allen, *Executive Director of Human Resources and Legal Services*, provided a memo to the board outlining the plan to revise the framework and format of ESD board policies, regulations, and procedures so they may be aligned with the common numbering system used by the Washington State School Directors' Association (WSSDA).

## **PROPOSALS FOR ACTION**

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- **Motion passed** to approve the consent agenda items including Minutes of the ESD 112 Board of Directors' Special Meeting on January 20, 2016; ESD 112 Board of Directors' Special Work Session on January 20, 2016; ESD 112 Personnel Activity Reports; January 2016 ESD 112 and SWCCC Expenditure Reports; and January 2016 Early Head Start expenditure report.
- **Motion passed** to approve the proposed Early Head Start/ECEAP Policy Council By-Laws and Appendices as presented.
- **Motion passed** to approve the proposed declaration of real property as surplus and authorize the superintendent to sell the property as presented.
- **Motion passed** to approve Board Resolution R.16.02 In the Matter of Financing of the Longview Property as presented.
- **Motion passed** to approve Board Resolution R.16.03 In the Matter of Authorizing the Superintendent to Purchase Four Buses to be utilized by the Specialized Transportation Cooperative.
- **Motion passed** to approve the proposed scheduling of the March 2016 Board of Directors' Retreat offsite and reschedule the Board of Directors' Business Meeting on March 29, 2016 at 9:00 a.m. at ESD 112.
- **Motion passed** to approve cancelling the May 24, 2016 Board of Directors' Business Meeting and schedule a Special Board Meeting on May 31, 2016 at 3:00 p.m. at ESD 112.
- The first reading of proposed board policy and procedure 6101 – Federal Cash and Financial Management was reported by Gavin Hottman. The final reading and approval will be requested at the March board meeting.
- The first reading of proposed board policy and procedure 6106 – Allowable Costs for Federal Programs was reported by Gavin Hottman. The final reading and approval will be requested at the March board meeting.

## **CALENDAR ITEMS**

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- WASA Small Schools Conference – March 14-15, 2016 – Wenatchee, WA
- Regional High School Art Show – March 15, 2016 – ESD 112 – 5:00 p.m.
- OSPI Candidate Forum – March 15, 2016 – Lyle High School – 7:00 p.m.
- ESD 112 Board Retreat – March 28, 2016 – Heathman Lodge – 8:45 a.m.
- ESD 112 Special Board Meeting – March 29, 2016 – ESD 112 – 9:00 a.m.
- AESD 2016 Annual Conference – April 7-9, 2016 – Yakima, Washington

## **EARLY HEAD START POLICY COUNCIL TRAINING**

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Jodi Wall, *Director Childcare and Family Services*, Tina Vessey, *Early Learning Program Manager*, and Kristi Baker, *Executive Director of ECEAP/SWCCC*, provided a comprehensive training outlining the Early Head Start (EHS) and Early Childhood Education and Assistance Program (ECEAP) Policy Council Governance and reviewed roles and responsibilities related to EHS/ECEAP.

## **ADJOURNMENT**

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The meeting adjourned at 6:47 p.m.



For questions, please contact Terri Tangalin-Piedra, Administrative Assistant to the ESD 112 Board of Directors, at (360) 952-3317 or email: [terri.tangalin-piedra@esd112.org](mailto:terri.tangalin-piedra@esd112.org). Approved minutes of the Board of Directors' meetings are kept in the ESD 112 Administration Offices and are public record.