

**Satsop School District NO. 104**  
**PO Box 96**  
**Satsop, Washington 98583**  
**Minutes**

October 16th, 2023

**CALL TO ORDER:**

Kim Russell called the meeting to order at 6:46pm

**MEMBERS PRESENT:**

[Kim Russell](#), Patrisha Werdahl, Shawna Williams, [Tiffany Osgood](#) and Darlene Reynolds. Terri Carl was excused.

**PUBLIC PRESENT:**

Dawn Siemiller, Dina Valentine, Sarah Protheroe, Teresa Hann, Beth Heller.

**GUEST PRESENTATIONS:**

Andrew Twyman of ESD 112 shared information and answered questions regarding the Modification/Planning Grant.

**APPROVAL OF MINUTES:**

A motion was made by Shawna Williams to approve the September 18th, 2023 Board Meeting Minutes. Patrisha Werdahl seconded the motion. Motion carried.

**PRESENTATIONS FROM AUDIENCE:**

1. [Tiffany Osgood](#) shared that the After School Program started back up with our first fall session which consists of 4 weeks in October. We plan to have more sessions later in the year.

**Satsop School District NO. 104**  
**PO Box 96**  
**Satsop, Washington 98583**  
**Minutes**

2. [Tiffany Osgood](#) shared a spreadsheet compiling data from other schools to compare classified pay scales and increase steps. This discussion was tabled for the November 2023 board meeting.
3. USIP Update- Tiffany Osgood shared that she and Dawn Siemiller had a zoom with our representatives from USIP to discuss the premium increase and our options. It was determined that our options are very limited.
4. Shed Project Update: Tiffany Osgood shared that the shed project is almost complete. We are waiting for L&I to sign off to make the final payment to Zepp Construction.
5. Tiffany Osgood shared that the new superintendent of ESD 113, Dr. Herndon visited our school. It was a successful meeting and Dr. Herndon loved our school.
6. Levy Information-Tiffany Osgood shared a detailed slide presentation of levy information and calculations used to help determine a levy amount.

**CORRESPONDENCE:**

1. None

**ACTIONS:**

1. Covid Leave- The board approved the written verbiage of the September 2023 recorded minutes regarding covid leave for the 2023-2024 school year. A motion was made by Shawna Williams. The motion was seconded by Darlene Reynolds. Motion carried. The vote was unanimous.
2. Levy-The board approved a special board meeting to be held on November 6th, 2023 at 6:30pm in order to determine the final levy amount. A motion was made by Patrisha Werdahl. The motion was seconded by Shawna Williams. Motion carried. The vote was unanimous.
3. Milk Money Procedure- The board approved to adopt a new milk money procedure which allows the staff to reach out to parents if a student's milk money balance is \$5.00 or more. A motion was made by Patrisha Werdahl. The motion was seconded by Darlene Reynolds. Motion carried. The vote was unanimous.

**Satsop School District NO. 104**  
**PO Box 96**  
**Satsop, Washington 98583**  
**Minutes**

**AUTHORIZATION OF BILLS AND VOUCHERS:**

A motion was made by Shawna Williams to approve the following vouchers. Patrisa Werdahl seconded the motion. Motion carried.

General Vouchers	#292173-292187	\$ 11,141.22
Payroll #2	2023-2024	\$ 57,973.40
Benefits	2023-2024	\$ 22,953.19
Capital Projects	#292172	\$ 4,916.68
ASB	#292171	\$ 2,295.90

**REPORTS:**

1. Enrollment for October is 58.

**ADJOURNMENT:**

Meeting adjourned at 8:00pm

**Satsop School District NO. 104**  
**PO Box 96**  
**Satsop, Washington 98583**  
**Minutes**

SATSOP SCHOOL DISTRICT BOARD

---

Kim Russell, Chairperson

---

Darlene Reynolds

---

Patrisha Werdahl, Vice Chairperson

---

Terri Carl

---

Tiffany Osgood, Board Secretary

---

Shawna Williams