

**Satsop School District NO. 104**  
**PO Box 96**  
**Satsop, Washington 98583**  
**Minutes**  
**MARCH 17th, 2025**

**CALL TO ORDER:**

Darlene Reynolds called the meeting to order at 6:33pm. Declaration of quorum.  
Meeting was audio recorded per WA State RCW 42.30.035.

**MEMBERS PRESENT:**

Darlene Reynolds, Shawna Williams, Patrisha Werdahl, and Tiffany Osgood.  
Kim Russell attended by phone and Terri Carl was excused.

**PUBLIC PRESENT:**

Dina Valentine, Sarah Protheroe and Dawn Siemiller.

Approve the February 19th, 2025 Board Meeting Minutes. A motion was made by Shawna Williams to approve the minutes for the afore mentioned meeting. Patrisha Werdahl seconded the motion. Motion carried. Vote was unanimous.

**PUBLIC PRESENTATION:** None

**CORRESPONDENCE:** None

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**PRESENTATIONS FROM SATSOP SCHOOL MEMBERS:**

1. Modernization Grant/Construction Update: It has been confirmed that the deadline to spend Modernization Grant funds is December 31<sup>st</sup>, 2027. Some permits have been issued and many others have been applied for. Things are still moving on schedule.
2. A huge thank you to Quinault Indian Nation who awarded Satsop School District \$7,500.00 for new desks! These new desks will be purchased for 2<sup>nd</sup> – 6<sup>th</sup> graders.
3. Tiffany Osgood expressed her desire to fill our current paraeducator opening for the 25/26 school year by using a previous hiring model which allowed the hiring of a part time certificated teacher due to the projected size of the 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> classroom. She proposed filling the vacant position with 1 new employee who would have 2 contracts. 1 contract for a part time (3/4 time +/-) certificated teacher and the other would be a part time (1/4 time +/-) paraeducator. The board positively supported this plan to fill the vacant position.
4. Two board members need to file to run for office during the week of May 5<sup>th</sup> through May 9<sup>th</sup> if they are wanting to re-run. Patrisha Werdahl needs to run for position #3 and Shawna Williams needs to run for position #4. All other positions will be up for renewal in 2027.
5. Explore the use of Satsop owned vans. There was a discussion about the possibility of renting out Satsop owned vans to neighboring school districts once in a while. It was decided that this was not a risk the district would like to explore further at this time.

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**ACTION ITEMS:**

1. Approval of the following policies and procedures. A motion was made by Shawna Williams. The motion was seconded by Patrisha Werdahl. Motion carried. Vote was unanimous.
  - a. 3205 & 3205P
  - b. 3226 & 3226P
  - c. 4300 & 4300P
  - d. 4310 (No Procedure)
  - e. 4311 & 4311P

**AUTHORIZATION OF BILLS AND VOUCHERS:**

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

“The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment. In addition, payroll warrants in the amount of \$0.00 are also approved. Payroll in the amount of \$58,870.77 and ACH in the amount of \$35,963.00 and Benefits in the amount of \$18,580.57 are also approved.

**General Fund:**

Voucher numbers #292646 through #292655 totaling \$31,034.92

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**Capital Projects Fund:**

Voucher number #292643 through #292645 totaling \$89,471.73

**ASB Fund:**

Voucher number #292641 through #292642 totaling \$319.44

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Payroll Warrants: NONE

REPORTS:

1. Enrollment for March is 62.

ADJOURNMENT:

Meeting adjourned at 7:18pm

RECORDING:

The recording of this meeting will be held at the district for 1 year and is accessible to the public upon a public records request. Please contact Dawn Siemiller, Business Manager at [dsiemiller@satsopschool.org](mailto:dsiemiller@satsopschool.org) for more information.

SATSOP SCHOOL DISTRICT BOARD

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Darlene Reynolds, Chairperson

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Terri Carl

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Patrishia Werdahl, Vice Chairperson

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Kim Russell

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Tiffany Osgood, Board Secretary

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Shawna Williams