

Satsop School District NO. 104
PO Box 96
Satsop, Washington 98583
Minutes
February 18th, 2026

CALL TO ORDER:

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

MEMBERS PRESENT:

Tiffany Osgood, Beth Heller, Terri Carl, Darlene Reynolds and Patrisha Werdahl.
Kim Russell was excused.

PUBLIC PRESENT:

Sarah Protheroe, Dawn Siemiller and Adam Wilson

Approve the January 21st, 2026 Board Meeting Minutes. A motion was made by Darlene Reynolds to approve the minutes for the afore mentioned meeting. Beth Heller seconded the motion. Motion carried. Vote was unanimous.

PUBLIC COMMENT: None

CORRESPONDENCE: None

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PRESENTATIONS:

1. Modernization Grant/Construction Update: Adam Wilson from Rock Project Management shared that there has been significant progress made on the final touches of the new gym. The gym has now been fully enclosed. They are doing some exploratory painting on the gym ceiling between white and grey paint and have landed on grey. Mechanical, electrical and plumbing are all ready for or have already passed inspection. The team anticipates the new gym floor will be installed in March. Projected occupancy is after spring break if possible.
2. Tiffany Osgood shared that new student desks and lunch tables were delivered on February 13th and today was their first day in use. They were purchased with grant funds from Quinault Indian Nation.
3. Levy Update: Our levy passed with a very high 78% success rate. Thank you to our community and voters!
4. Board Training- this topic was tabled until next month.
5. Space and Usage Discussion: We have received a few inquiries about the possibility of others using/renting our new gym when it is completed. The board started discussing what this might look like and how it could work for both our district and the community. Some of the topics discussed were as follows:
 - a. **Insurance Liability- for the District and the user/renter**
 - b. **Cost Estimates-insurance, staff, supplies, equipment, clean up and other possible costs.**
 - c. **Use of keypad, keycard or phone app with access codes and district control of who has access during specific times.**
 - d. **Contracts and Forms- exploring what our contract should look like and if other forms are needed.**

*Tiffany and Dawn will do some more research on all of the above and report back at our next meeting.

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ACTION ITEMS:

1. Surplus of 55 student desks, 1 refrigerator and curriculum: A motion was made by Terri Carl to approve making these items available for surplus. The motion was seconded by Darlene Reynolds. Motion carried. Vote was unanimous.
2. Adopt policy 5253 and procedure 5253P-Maintaining Professional Boundaries: A motion was made by Terri Carl to adopt said policy and procedure. The motion was seconded by Darlene Reynolds. Motion carried. Vote was unanimous.

AUTHORIZATION OF BILLS AND VOUCHERS:

A motion was made by Terri Carl to approve the following vouchers. Darlene Reynolds 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 \$62,978.43 with ACH in the amount of \$43,175.91 and Benefits in the amount of \$24,196.34 are also approved.

General Fund: Total \$32,299.97 – Voucher #'s 293009-022

Capital Projects Fund: \$283,557.81 – Voucher #'s 293005-08

ASB Fund: \$513.00 – Voucher #'s 293003-04

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REPORTS:

1. Enrollment for February is 72.

ADJOURNMENT:

Meeting adjourned at 7:09pm

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 for more information.

SATSOP SCHOOL DISTRICT BOARD

Patrishia Werdahl, Chairperson

Terri Carl

Kim Russell, Vice Chairperson

Darlene Reynolds

Tiffany Osgood, Board Secretary

Beth Heller