

**SATSOP SCHOOL DISTRICT NO. 104
PO Box 96
Satsop, Washington 98583**

Minutes

July 18, 2016

CALL TO ORDER:

Darell Bellis called the meeting to order at 7:00 P.M.

MEMBERS PRESENT:

Darell Bellis, Terri Carl, Marsha Hendrick, Jason Olsen, Kim Russell, Shawna Williams and Debbie Scott were present. Tiffany Osgood attended the meeting by phone.

APPROVAL OF MINUTES:

A motion was made by Jason Olsen to approve the May 16, 2016 minutes. The motion was seconded by Teri Carl. Motion carried.

AUTHORIZATION OF BILLS AND VOUCHERS:

A motion was made by Terri Carl to approve the following vouchers. The motion was seconded by Kim Russell. Motion carried.

General Vouchers #	288754 - 288768	\$ 6,207.63
Payroll #11	2015 - 2016	\$ 28,785.75
Benefits	2015 - 2016	\$ 11,905.57

PRESENTATIONS FROM AUDIENCE:

- 1.

CORRESPONDENCE:

- 1.

ACTIONS:

1. Marsha Hendrick requested the board amend the 2016-17 school calendar to show early release on Friday, October 21, 2016 and on Friday, April 21, 2017. The two afternoons will be used for teacher planning and/or training. Jason Olsen made a motion to amend the 2016-17 school calendar. The motion was seconded by

Shawna Williams. Motion carried. There was a discussion about the dates for the school winter program and mother's day tea.

2. Darell Bellis and Debbie Scott reported on the progress in obtaining bids for new windows in the school. Three contractors have visited the school this summer and expressed interest in the job they were; Home Depot, FGM/Fransiscovich Construction, and D.K. Boos Glass Inc.

Home Depot declined the job after determining the project is commercial.

FGM Construction submitted a bid in March 2016 in anticipation of this project starting but wanted to withdraw that bid and re-bid for window installation only, because of the lead paint they do not want to handle removal or disposal of old windows. Their new bid has not arrived.

DK Boos Glass, Inc. has submitted a bid for \$41,654.03 for removal and disposal of old windows and installation of new windows. Work to be completed during winter break.

Debbie Scott explained that during the summer of 2015 ten contractors from our area were contacted to submit bids on this project.

Glass Dr. (Aberdeen)
Phillipe Rohas
Kevin Avery
Steve Crass Construction
Scott Phillippe
Legacy
Fox Head Construction
Tom Rose
FGM Construction
Taylor Zepp

Of the ten, three wanted to bid. They were Tom Rose, Glass Dr., and FGM Construction. Tom Rose chose not to bid when the lead paint results came back positive for lead. Glass Dr. submitted a bid but then withdrew the bid on 10/2/15. FMG submitted a bid but that bid was also withdrawn due to the lead paint issue. The project was put on hold for the winter due to lack of viable bids.

Darell Bellis and Debbie Scott discussed the difficulty in securing bids from contractors. The existing windows in one classroom have become hazards and the building is being damaged by the original windows that no longer provide a seal.

It was recommended by the board of directors' to pursue a bid of under \$40,000.00, not including the building permit. The board made a motion to accept the most competitive bid under \$40,000.00 and sign a contract at the August 15, 2016 regular board meeting.

REPORTS:

1. The board discussed head teacher evaluation. The form used in the past is out of date. Debbie Scott and Marsha Hendrick will contact other small school districts to see if they have an updated evaluation form that will work for our district.
2. Jason Olsen will e-mail information about the board of directors'/staff gathering to be held in August.

ADJOURNMENT:

Meeting adjourned at 7:45 p.m.

SATSOP SCHOOL DISTRICT BOARD

Darell Bellis, Chairperson

Jason Olsen

Kim Russell, Vice Chairperson

Shawna Williams

Terri Carl

Marsha Hendrick, Board Secretary