

Satsop School District NO. 104
PO Box 96
Satsop, Washington 98583
Minutes
April 20th, 2026

CALL TO ORDER:

Patrisha Werdahl called the meeting to order at 6:38pm. Declaration of quorum. Meeting was audio recorded per WA State RCW 42.30.035.

MEMBERS PRESENT:

Tiffany Osgood, Patrisha Werdahl, and Kim Russell. Terri Carl attended by phone. Darlene Reynolds and Beth Heller were excused.

PUBLIC PRESENT:

Sarah Protheroe, Dawn Siemiller, Vincent Reese and Adam Wilson.

Approve the March 17th, 2026 Board Meeting Minutes. A motion was made by Kim Russell to approve the minutes for the afore mentioned meeting. Terri Carl seconded the motion. Motion carried. Vote was unanimous.

PUBLIC COMMENT: None

CORRESPONDENCE: None

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REPORTS:

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. Entry way, bathroom and kitchen flooring and appliances have been installed. The team anticipates the new gym floor will be installed in the next few weeks. The construction team is working with the county on the pump house final inspection and they hoping to get started on the field soon.
2. Tiffany Osgood shared that the 3-day field trip location has been changed to Camp Kiwanilong due to Cispus raising their prices. The students are very excited about returning to Camp Kiwanilong this year!
3. Field Day: This year the students are going to have a bar-b-que and activities in the morning. In the afternoon all the students will be going to swimming at the YMCA in Aberdeen.
4. Fundraisers: There are 2 fundraisers coming up. The first one is a popcorn sale through "Double Good". This will be a quick fundraiser that will run the week of May 4th through the 8th. The 2nd fundraiser will be Coins for Cause. This will be held before the end of this school year.
5. Resignation of Kristen Lennick: Tiffany Osgood shared that Kristen will be leaving at the end of this school year to pursue opening her own business. Tiffany is working with ESD 113 to help fill her position.
6. Tiffany's annual evaluation has been scheduled to be completed immediately after the May 18th board meeting. Electronic evaluations will be emailed to all board members. Paper evaluations will also be available.
7. Space and Usage Discussion: This topic is ongoing. This month Dawn Siemiller reported that all proceeds from renting our space will go to our general fund. There are no new topics to research for the next meeting as it has been decided that we will table this discussion until after we have lived in the space for a few months, which will help us learn more about what the rental needs might be for both the district and the possible renters.

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ACTION ITEMS:

1. Approval of renewing 26/27 contracts for Christina Coffelt, Micah Jump and Stacey Rockey: A motion was made by Terri Carl to approve all 3 contracts. The motion was seconded by Kim Russell. Motion carried. Vote was unanimous.
2. Approval of 26/27 school year calendar contingent upon Elma's approval: A motion was made by Kim Russell to adopt said 26/27 calendar contingent on Elma's approval. The motion was seconded by Terri Carl. Motion carried. Vote was unanimous.
3. Approval of inflation for salaries at 2.7%: A motion was made by Kim Russell to approve the salary increase of 2.7% for the 26/27 school year. The motion was seconded by Terri Carl. Motion carried. Vote was unanimous.

AUTHORIZATION OF BILLS AND VOUCHERS:

A motion was made by Terri Carl to approve the following vouchers. Kim Russell 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 \$61,470.55 with ACH in the amount of \$42,107.89 and Benefits in the amount of \$24,137.66 are also approved.

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General Fund: Total \$36,443.86 – Voucher #'s 293066-088

Capital Projects Fund: \$620,286.85 – Voucher #'s 293064-065

ASB Fund: \$1,582.02 – Voucher #'s 293060-063

REPORTS:

1. Enrollment for February is 72.

ADJOURNMENT:

Meeting adjourned at 7:10pm

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.

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SATSOP SCHOOL DISTRICT BOARD

Patrishia Werdahl, Chairperson

Terri Carl

Kim Russell, Vice Chairperson

Darlene Reynolds

Tiffany Osgood, Board Secretary

Beth Heller