

**Satsop School District NO. 104**  
**PO Box 96**  
**Satsop, Washington 98583**  
**Minutes**  
**July 21st, 2025**

**CALL TO ORDER:**

Darlene Reynolds called the meeting to order at 6:36pm. Declaration of quorum.  
Meeting was audio recorded per WA State RCW 42.30.035.

**MEMBERS PRESENT:**

Tiffany Osgood, Terri Carl, Darlene Reynolds and Shawna Williams. Kim Russell and Patrisha Werdahl.

**PUBLIC PRESENT:**

Sarah Protheroe, Beth Heller and Dawn Siemiller.

Approve the June 16th, 2025 Board Meeting Minutes. A motion was made by Terri Carl to approve the minutes for the afore mentioned meeting. Kim Russell seconded the motion. Motion carried. Vote was unanimous.

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** None

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**PRESENTATIONS FROM SATSOP SCHOOL MEMBERS:**

1. Modernization Grant/Construction Update: Tiffany Osgood shared that the play ground has been inspected and is able to be moved closer to the new gym and away from the main road. We are still waiting for county approval to start construction on the new gym, but under ground electric and water have been installed. Framing for the new ADA ramp and the interior framing at the back of the school building is completed. Things are moving along according to plan.
2. We received 2 bids for moving to the Port of GH and back to the school campus when it's time. Both bids came in much higher than anticipated. Our contractor, Christensen Construction said they can work with us to help us get moved under the \$6,000 approved budget amount so that is the direction we are taking at this time.
3. Sarah Protheroe gave an update on the project of refurbishing of the school bell. She and Jamie O'Donnell from Rock, P.M. are working together on this project along with the help of Sarah's father, Jeff Protheroe. Sarah shared before and after pictures of the progress. All agreed the bell looks wonderful! A special thanks to Jay and Janet Rosenbach for helping move and house the bell during this tedious process.
4. Tiffany Osgood shared information on the WSSDA Annual Conference which will be held this year on November 20<sup>th</sup> – 22<sup>nd</sup> at the Hyatt Regency in Seattle, WA. She asked all board members to let us know if they would like to attend.

**ACTION ITEMS:**

1. Approval of the 25/26 Certificated Contracts: A motion was made by Terri Carl to approve the 25/26 certificated contracts. The motion was seconded by Shawna Williams. Motion carried. Vote was unanimous.

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2. Approval of the 25/26 Student Handbook: A motion was made by Terri Carl to approve the 25/26 student handbook. The motion was seconded by Patrisha Werdahl. Motion carried. Vote was unanimous.
  
3. Approval of the 24/25 Resolution #212 to transfer \$50,000 from GF to CP. A motion was made by Kim Russell to approve the transfer. The motion was seconded by Shawna Williams. Motion carried. Vote was unanimous.

**AUTHORIZATION OF BILLS AND VOUCHERS:**

A motion was made by Patrisha Werdahl to approve the following vouchers. Terri Carl 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 \$56,941.65 and ACH in the amount of \$39,507.75 and Benefits in the amount of \$22,199.16 are also approved.

**General Fund:**

Voucher numbers #292774 through #292791 totaling \$25,279.15

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**Capital Projects Fund:**

Voucher number #292768 through #292773 totaling \$171,339.41

**ASB Fund:**

Voucher number #292767 totaling \$477.88

**Payroll Warrants: NONE**

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**REPORTS:**

1. Enrollment for July is none.

**ADJOURNMENT:**

Meeting adjourned at 7:06pm

**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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Patrisha Werdahl, Vice Chairperson

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Kim Russell

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Tiffany Osgood, Board Secretary

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Shawna Williams