

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

May 21, 2018

CALL TO ORDER:

Shawna Williams called the meeting to order at 7:00 P.M.

MEMBERS PRESENT:

Marsha Hendrick, Jason Olsen, Darlene Reynolds, Kim Russell, Debbie Scott, Shawna Williams, and Tiffany Osgood were present. Terri Carl was excused.

APPROVAL OF MINUTES:

A motion was made by Kim Russell to approve the April 16, 2018 minutes. The motion was seconded by Darlene Reynolds. Motion carried.

AUTHORIZATION OF BILLS AND VOUCHERS:

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

General Vouchers #	289717 - 289728	\$ 17,427.54
Payroll #9	2017 - 2018	\$ 30,539.86
Benefits	2017 - 2018	\$ 13,969.20
Capital Projects	May - 2018	\$ 2,245.10
ASB	May - 2018	\$ 205.20

PRESENTATIONS FROM AUDIENCE:

1.

CORRESPONDENCE:

1.

ACTIONS:

1. Jason Olsen made a motion to approve Resolution #185 to approve a budget extension for 2017-18 ASB. Darlene Reynolds seconded the motion. Motion carried.

a. ASB \$10,000.00

2. A motion was made by Darlene Reynolds to approve the 2018-19 school calendar. Kim Russell seconded the motion. Motion carried.
3. Marsha Hendrick spoke to the board about updating the procedures for Choice Students (out of district). She explained there were procedures in the past that held the student and parent accountable for grades and behavior. She would like the procedures to Policy No. 3141 put in place again. The board discussed adding specific steps and a timeline to the procedures. Marsha Hendrick agreed to present additional information at the June 2018 meeting.

REPORTS:

1. Debbie Scott reported that the copy machine is due for replacement. She has an appointment with the Ricoh representative and will present her findings at the June 2018 meeting.
2. Marsha Hendrick shared that the parent reunification drill conducted on April 20, 2018 went well.

The board members ask for updated training in emergency procedures for staff and students. Debbie Scott will contact the Grays Harbor County Sheriff's Department and arrange for a meeting with law enforcement to get their input on updating procedures. Current emergency protocol will be updated per the Sheriff's Department guidance.

3. There will be a public meeting at the school on Wednesday, May 30, 2018 at 3:30 pm and again at 6:30 pm to discuss state and federal grant programs for 2018-19. The meeting has been advertised in the local newspaper and notices sent home with students in newsletters.
4. Tiffany Osgood informed the board that she will be teaching kindergarten/first grade full time next year. She will not be available to teach music one half day each week because of her new full time position. Marsha Hendrick will seek application for a part-time music teacher for 2018-19.

5. Cake will be served at 2:00 pm on Monday, June 11, 2018 to celebrate Mrs. Batten's retirement. This will be during the school field day.
6. Marsha Hendrick announced the following upcoming events at Satsop School:
 - a. Crossing guard field trip to Wild Waves, Friday June 8, 2018
 - b. Field Day, Monday June 11, 2018.
 - c. School picnic, Tuesday June 12, 2018
 - d. Sixth grade graduation, Tuesday June 12, 2018 at 7:00 pm
 - e. Last day of school Wednesday, June 13, 2018
7. Marsha Hendrick shared that the 1994 Dodge Van sold for \$1,600.00.
8. Debbie Scott shared that ASB received a check for \$96.00 from the Box Tops Program. Shawna Williams ask that a reminder be sent to parents to save Box Tops over the summer.
9. Enrollment for May 2018 is 65 FTE. Nine students will be graduating from the sixth grade on June 12, 2018.

ADJOURNMENT:

Meeting adjourned at 7:45 p.m.

SATSOP SCHOOL DISTRICT BOARD

Shawna Williams, Chairperson

Jason Olsen

Darlene Reynolds, Vice Chairperson

Kim Russell

Terri Carl

Marsha Hendrick, Board Secretary