

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

May 18, 2020

CALL TO ORDER:

Terri Carl called the meeting to order at 7:00 P.M.

MEMBERS PRESENT:

Terri Carl, Marsha Hendrick, Darlene Reynolds, Dawn Siemiller, Kim Russell, Shawna Williams, Tiffany Osgood, Debbie Scott and Trisha Werdahl were in attendance.

APPROVAL OF MINUTES:

A motion was made by Shawna Williams to approve the April 20, 2020 minutes. The motion was seconded by Darlene Reynolds. Motion carried.

AUTHORIZATION OF BILLS AND VOUCHERS:

A motion was made by Kim Russell to approve the following vouchers. Darlene Reynolds seconded the motion. Motion carried.

General Vouchers #	290753- 290761	\$ 7,928.31
Payroll #9	2019 - 2020	\$ 36,491.05
Benefits	2019 - 2020	\$ 18,023.17
ASB	May - 2020	\$ 0.00

PRESENTATIONS FROM AUDIENCE:

1. Debbie Scott announced that the annual audit is finished for 2018-2019. We passed everything. The auditor had 1 suggestion but it was for something that we have already implemented so we are in compliance.

2. Debbie Scott announced that she and Vincent Reese met with the engineer for the well project. The engineer feels there are 2 viable places we can put the well. The first option is in the playground gravel area. If we go with this option there will be a 6 inch pipe sticking out of the ground. We would need to put a picnic table over it. The 2nd option is located to the left of the covered play area, about 5 feet off the paved area. This option could be a problem because it's not quite 100 feet off of the neighboring property line, so we would need to get an easement from the property owner. It was decided that we will let the engineer do some research and let us know where the best placement of the well should be. The engineer noted that we will most likely need to update the electrical panel that goes to the pump. He also noted that he is concerned about the end date of the grant which is August 31st, 2020. Debbie will do some research to see if we can get the end date extended. Debbie Scott also talked about the possibility of using some of the grant money to replace the plumbing under the School. If we can't extend the end date on the grant we might try to get the plumbing replaced before the end date of August 31, 2020. Debbie Scott will look into this as well and we decided to table this discussion until we get more information.

CORRESPONDENCE:

1.

ACTIONS

1. Resolution No 194/2019R Emergency Waiver of School Days and Instructional Hours was adopted. Motion was made by Darlene Reynolds to adopt the resolution. The motion was seconded by Shawna Williams. Motion carried.

2. Marsha Hendrick led a discussion about continued learning plans for general and special education. Tiffany Osgood asked about grading. The district is using a 1-3 grading system for the time students are doing distance learning. It was determined Tiffany could continue to use her current grading system for her students. Darlene Reynolds asked if they could rotate morning and afternoon zoom classes for students. It was noted that some students can't attend the morning sessions. Marsha Hendrick indicated that students should not be working more than 2 hours per day on school work. She advised parents to discuss this with their teachers if they have any concerns. Marsha talked a little bit about options for the fall. We decided to table this discussion until the state of WA gives us more guidance. It was also discussed that we might need more chrome books. Debbie Scott is checking to see if there is REAP grant money that we can use for this. It was noted that we should do this as soon as possible since there might be a shortage of chrome books in the fall.

3. Personal leave carry over for 2019-20: A motion was made by Kim Russell and seconded by Darlene Reynolds to allow staff to carry over up to 2 full days of personal time to the 2020-21 School year for this year only due to the COVID situation. Motion carried.

4. Terri Carl led an open discussion about the previous pay increase proposal. Debbie Scott indicated that some funds may decrease as of January, 2020. Satsop School District currently saves about \$100,000 a year for investing. We have about \$750,000 saved in that fund. It was noted that we can't keep putting that much away so using some of those funds for pay increases would be a good option. It was also noted that Satsop is around 20% or more lower in pay than Elma. Debbie Scott has already created new salary matrix's that project 13%, 16% and 19% pay increases which also show how much of the \$100,000 investment fund will be used at each increment. It was decided that Dawn Siemiller will re-send that document to the board to look over before the next board meeting, and we will make a final decision at the June 15th, 2020 meeting. It was also decided that Debbie would process her 2020-21 budget projections using the highest pay increase proposal at 19%, which can always be changed after the board votes on the final numbers.

5. Dawn Siemiller asked the board if they are agreeable to discontinue getting all the board document packets mailed to them through the regular mail, and just get documents through e-mail only. It was unanimous that getting the board document packets through e-mail only is acceptable. We decided to have the board sign documents when they happen to be at the school, and we will continue to get e-mail signature approval as well, until we are able to meet in person again. Debbie Scott reminded us that we will need to make sure a copy of the Budget Status report and the Check Summary report is included in the e-mail packet.

5. Marsha Hendrick announced that Grays Harbor PUD has installed a free wi-fi hot spot at our school. This is free for anyone in the community to use.

REPORTS:

1. Enrollment for March is 59 FTE.

ADJOURNMENT:

Meeting adjourned at 8:32 p.m.

SATSOP SCHOOL DISTRICT BOARD

Terri Carl, Chairperson

Darlene Reynolds

Kim Russell, Vice Chairperson

Trisha Werdahl

Shawna Williams

Marsha Hendrick, Board Secretary