MINUTES
Pendleton School District 16R Board of Directors
WORK SESSION

September 2, 2025

8:00 am | Board Room and Virtual | 107 NE 10th Street, Pendleton, OR 97801

Present: Beth Harrison, Board Chair
Ryan Lehnert
Jill Pace
Ryan DeGrofft
Mason Murphy
Patrick Gregg
Michelle Jones, Director of Business Services
Matt Yoshioka, Director of Curriculum, Instruction, and Assessment
Julie Smith, Director of Special Programs
Ronda Thornburg, Executive Secretary
Michelle Jensen, PhD, Superintendent

Absent: Anne Keeler, Vice Chair (without notice)
Kevin Dinning, Director of Human Resources (with notice)

The meeting was in person and offered virtually.

1. **Opening and Call to Order** *Board Chair*
Chair Harrison welcomed everyone and called the work session to order at 8:01 a.m.

1.1. Pledge of Allegiance
The group stood and recited the Pledge of Allegiance.

1.2. Meeting Audio/Video Recorded
Chair Harrison stated that this meeting is being audio and video recorded.

2. **Consent Agenda Discussion**
Chair Harrison and Superintendent Jensen led a discussion on incorporating a consent agenda item at the regular board meetings. It would include items requiring approval every month, such as board minutes, financial reports, personnel reports, and grants being approved under one motion.

3. **Policy – First Read**

3.1. JFCEB – Personal Electronic Devices
The proposal to revise Policy JFCEB – Personal Electronic Devices is brought to the board in accordance with Oregon Governor's Executive Order 25-09, passed on July 2, 2025. The policy must be adopted by October 31, 2025, with full implementation required by January 1, 2026. The second reading and adoption will be at the September 15, 2025 regular board meeting.

4. **Proposed Board/Superintendent Goals** *Board Chair*
The executive team, which is Chair Harrison, Directors Keeler and Gregg, met with Superintendent Jensen to review and refine the Pendleton School District's goals. The discussion led to setting goals for the current school year (2025-26). After collecting baseline data, goals for years 2 and 3 will be set at the end of year 1. Recognizing that the board and superintendent truly operate as a team, action steps are proposed for both entities in leading the district forward. Goals align with the strategic plan.

5. **Proposed Superintendent Evaluation Calendar** *Board Chair*

Superintendent Jensen met with the executive team to discuss the evaluation timeline for the 2025-26 school year. Proposal:

- October – regular board meeting: Superintendent update
- November – mid-year evaluation
- February – full evaluation (prior to the March 15 deadline). At the end of the year, reflect together and begin work on next year's goals.
- Spring Board Meeting – Superintendent update

6. **Board Business - Action Items**

6.1. **Human Resources** *Kevin Dinning*

6.1.1. Approve Personnel Report

Mr. Dinning presented the personnel report for consideration and action.

NEW HIRE	Classified	Tegan KanEaster	Night Custodian	PHS
		Stacey Nelson	Counseling Secretary	SMS
		Alicia Lancaster	Paraprofessional	MES
		Steve Hoffert	Paraprofessional	SHES
RESIGNATION	Classified	Marques Johnson (Effective 8/22/2025)	Paraprofessional	MES
	Extra Duty	Jessica Wright	Assistant Girls Basketball Coach	PHS
RETIREMENT	Classified	Suzy McRill (Effective 9/5/2025)	Paraprofessional	SHES
		Laurie Hummell (Effective 10/1/2025. Contract back through 6/5/2026)	Library/Media	SHES
	Certified	Jody Davis (Effective 9/30/2025. Contract back through 6/9/2026)	Teacher	PHS
		Eric Oja (Effective 9/30/2025. Contract back through 6/9/2026)	Teacher	PHS
VOLUNTEER	XC/Track	Rodney Harwood	Coach	SMS
	Football	Jeffrey Geesey	Coach	PHS

Director Gregg motioned that the personnel recommendations for the September 2, 2025, work session be approved as presented. Director Lehnert seconded. Motion passed unanimously.

7. **Review Agenda – September 15, 2025 Regular Board Meeting** *Board Chair*

Superintendent's report will highlight the progress made toward each goal.

8. **Agenda Items for Future Work Sessions** *Board Chair*

Director Murphy would like to explore technology to facilitate work sessions in the buildings throughout the district, feeling more connected.

9. **Public Comment** *Board Chair*

No comments.

10. **Information**

10.1. First Student, Inc. Update *Matt Yoshioka*

Mr. Yoshioka shared that busing has started well. Today is the first day for kindergarten and first grade students to ride the bus. Routes are the same as last year. Cameras are scheduled to be installed on the bus stop signs in October. We will put out a press release when it happens.

11. **Adjournment** *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 8:36 a.m.

___________________________________	___________________________________
Beth Harrison, Board Chair	Michelle Jensen, PhD, Superintendent
___________________________________	___________________________________
Ronda Thornburg, Executive Secretary	Date