

**MINUTES**  
**Pendleton School District 16R Board of Directors**  
**REGULAR BOARD MEETING**

January 13, 2025

6:00 pm | District Office Boardroom | 107 NW 10<sup>th</sup> Street, Pendleton, OR 97801

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**Present**

- Patrick Gregg, Chair
- Beth Harrison, Vice-Chair
- Ryan Lehnert
- Jill Pace
- Preston Eagleheart
- Mason Murphy (arrived at 6:03 pm)
- Anne Keeler
- Michelle Jones, Director of Business Services
- Julie Smith, Director of Special Programs
- Kevin Dinning, Director of Human Resources
- Ronda Thornburg, Executive Secretary
- Kevin Headings, Superintendent
- Matt Yoshioka, Director of Curriculum, Instruction, and Assessment

**Absent:**

The meeting was in person and offered virtually.

**1. Opening and Call to Order** *Board Chair*

Chair Gregg welcomed everyone and called the regular board meeting to order at 6:00 pm.

**1.1. Pledge of Allegiance**

The group stood and recited the Pledge of Allegiance.

**1.2. Meeting Audio Recorded**

Chair Gregg stated that this meeting is being audio/video recorded.

**2. Approve School Board Meeting Minutes** *Board Chair*

Director Harrison motioned that the minutes of the December 3, 2024 Work Session, the December 9, 2024 Regular Board Meeting, and the December 12, 2025 Special Session be approved as presented. Director Keeler seconded. Motion carried unanimously.

**3. Approve Board Agenda** *Board Chair*

Director Keeler motioned to approve the January 13, 2025 Regular Board Meeting agenda as presented. Director Eagleheart seconded. Motion carried unanimously.

**4. Correspondence/Communications** *Board Chair*

**4.1. School Board Recognition** *Kevin Headings*

Kevin Headings read a proclamation from Governor Tina Kotex proclaiming January 2025 to be school board recognition month. Each board member received a token of appreciation from their respective schools.

**5. Reports**

**5.1. Goal 1 – Pursuit of Instructional Excellence**

**5.1.1. Monthly Student Recognition/Student in the Spotlight**

January: McKay  
February: Washington  
March: Sherwood  
April: SMS  
May: PHS

McKay students recognized tonight are:

Keaton Alexander  
Ailey Norris  
Paxton Warner  
Brogan Carter

5.1.2. Pendleton Association of Teachers *PAT Representative*  
Danielle Blanc, PAT Representative, did not have a report.

5.1.3. Oregon School Employees Association *Tammy Hillmick*  
Tammy Hillmick, OSEA President, did not have a report.

**5.2. Goal 2 – Responding to the Needs of All Students**

5.2.1. PL874/Indian Education Issues *Jaimie Crane*  
No report.

5.2.2. Sodexo Report *Suzanne Howard*  
No report.

5.2.3. Enrollment Report *Kevin Headings*  
Kevin Headings presented the January 6, 2025 enrollment report. Matt Yoshioka and Michelle Jones were able to answer questions regarding downward trends and an in-depth study on enrollment.

**5.3. Goal 3 – Innovative and Emerging Practices**

**5.4. Goal 4 – The Pendleton Brand**

A new batch of radio ads is on the radio, including students in the spotlight, as reported by Kevin Headings.

**6. Suggestions and Comments from Visitors** *Board Chair*  
None.

**7. Action Items**

**7.1. Superintendent** *Kevin Headings*

**7.1.1. Approve Policy and ARs**

- 7.1.1.1. AC - Nondiscrimination and Civil Rights
- 7.1.1.2. AC-AR(1) – Discrimination or Civil Rights Complaint Procedure
- 7.1.1.3. AC-AR(2) – Sex-Based Discrimination Under Title IX

Director Lehnert moved to approve the above-listed policy and ARs as presented. Director Harrison seconded. Motion carried unanimously.

**7.2. Business Services**

**7.2.1. Approve December 31, 2024 Financial Report**

Mrs. Jones presented the December 31, 2024 financials.

Expenditures:

Expenditures for the month of December are within expectations.

Revenues:

Revenues for the month of December are within expectations.

Director Harrison motioned that the December 31, 2024 financial reports be approved as presented. Director Murphy seconded. Motion carried unanimously.

### 7.2.2. Approve Grants

Mrs. Jones presented the following grants for approval:

Altrusa International Foundation of Pendleton PELC/Miriah Golter – Coats for Kids	\$350
Pendleton City Club SMS – Donation for Tennis Program	\$1000
North East Tennis Center SMS/Tennis Program – Windscreen	\$470
Amazon Web Services through Oregon Technology Students Association PHS/TSA – Chapter grant for dues/travel expenses and entry fees	\$1400
Oregon Lines for Life SMS/Rick Scheibner – After School Supplies	\$1000
YouthLine Mini Grant SMS/Kelsey Eckstine – Suicide Prevention Resources	\$1000
Wildhorse Foundation SMS/Chris Demianew- Gymnasium Sound System & Scoreboard	\$24,470
Pendleton Wrestling Club PHS Wrestling – program donation	\$3000
Oregon State Literacy Association PELC/Angela Lattin – Indigenous books for the library	\$250
Buck Boosters PHS Track Program – New Pole Vault Pit	\$24,640

Director Murphy motioned the grants be approved as presented and a letter of appreciation be sent to each agency. Director Keeler seconded. Motion carried unanimously.

### 7.3. Human Resources *Kevin Dinning*

#### 7.3.1. Approve Personnel Report

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

<b>Retirement</b>	Classified	Madelyn Naughton <i>(Effective 6/6/2025)</i>	Library/Media	PELC
<b>Volunteer</b>	Wrestling (Jan-Feb)	Travis Hancock Casey Hunt		SMS SMS

Director Harrison motioned the personnel recommendations for the January 13, 2025 regular board meeting be approved as presented. Director Murphy seconded. Motion carried unanimously.

**8. Information**

**8.1. Pendleton Foundation Trust *Marie Hall***

Marie Hall, a trustee, and Tiffany Hegarty, Executive Director, shared the history of the Pendleton Foundation Trust (PFT), established in 1928, and how it has been investing in the community. Over the years, PFT has partnered with Pendleton School District and provided \$1,014,390.32 in grants, funding a wide range of impactful projects for the district. PFT also invests in students, awarding \$361,089 in scholarships and supporting apprenticeships for students entering the trades, fostering diverse pathways to success. Pendleton Foundation Trust’s contributions have been integral to the growth and development of the Pendleton School District. Together, a foundation of success for generations of students has been built, ensuring they have the resources and opportunities to thrive. PFT is proud of the long-standing partnership and remains committed to investing in the success of Pendleton’s students and educators for years to come.

**8.2. Superintendent Search Planning Calendar *Board Chair***

At the December 12, 2024 special session, a timeline for the superintendent search for Pendleton School District was approved. Chair Gregg stressed the importance of attending each of the meetings during the search process.

**9. Professional Development Opportunities for Board Members *Board Chair***

**10. Future Meetings *Board Chair***

**10.1. Agenda Items for Next Board Meeting**

Director Harrison would like a progress update on the effectiveness of the behavior matrix since students returned from the winter break. It can be added to a work session.

Director Lehnert would like to know about a second School Resource Officer.

**11. Board Member Comments *Board Chair***

**12. Adjournment *Board Chair***

With no further business brought forward for the good of the order, the meeting adjourned at 6:35 pm.

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Patrick Gregg, Board Chair

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Kevin Headings, Superintendent

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Ronda Thornburg, Executive Secretary

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Date