

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

August 11, 2025

6:00 pm | District Office and Virtual | 107 NW 10th Street, Pendleton, OR 97801

Present: Beth Harrison, Board Chair
Ryan Lehnert
Jill Pace
Ryan DeGrofft
Mason Murphy
Anne Keeler, Vice Chair
Patrick Gregg, (virtual)
Kevin Dinning, Director of Human Resources
Michelle Jones, Director of Business Services
Julie Smith, Director of Special Programs
Ronda Thornburg, Executive Secretary
Michelle Jensen, PhD, 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 Harrison welcomed everyone and called the regular board meeting to order at 6:00 p.m.

1.1. Pledge of Allegiance

The group stood and recited the Pledge of Allegiance.

1.2. Meeting Audio and Video Recorded

Vice Chair Harrison stated that this meeting is being audio and video recorded.

2. Approve School Board Meeting Minutes *Board Chair*

Director Gregg motioned that the minutes of the July 14, 2025 Regular Board Meeting be approved as presented. Director Lehnert seconded. Motion carried unanimously.

3. Approve Board Agenda *Board Chair*

Director Gregg motioned to approve the July 14, 2025 Regular Board Meeting agenda. Director Pace seconded. Motion carried unanimously.

4. Correspondence/Communications *Board Chair*

No correspondence.

5. Reports

5.1. Goal 1 – Pursuit of Instructional Excellence

5.1.1. Pendleton Association of Teachers *PAT Representative*

No report.

5.1.2. Oregon School Employees Association *Tammy Hillmick*

No report.

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

5.2.1. PL874/Indian Education Issues *Kendall Rosario*

No report.

5.2.2. Sodexo Report *Suzanne Howard*

Mrs. Howard shared that they are excited to get back to the school year. They are officially fully staffed with two substitutes. The elementary schools are redecorated and now known as Bright Bites. Menu changes are giving Suzanne more say in what is served. The online menu can be filtered by allergens, carb counts, etc.

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

Coming soon.

5.4. **Goal 4 – The Pendleton Brand**

New ads are on the radio.

6. **Suggestions and Comments from Visitors** *Board Chair*

No suggestions or comments.

7. **Action Items**

7.1. **Business Services** *Michelle Jones*

7.1.1. Approve July 31, 2025 Financial Report

Mrs. Jones presented the financials as of July 31, 2025.

Expenditures:

Salaries and benefits are in line with projections for the fiscal year. Contract Serv/Prof reflects the Wheatland broker compensation agreement payment, which was budgeted/projected originally under Insurance. All other expenditures for the month of July are usual and customary. Any discrepancies between Monthly/Actual and Monthly/Budget are invoice timing differences. (Monthly/Budget amounts are based on prior year expenditure history.)

Revenues:

Revenue for the month of July is in line with current projections. Please note that the negative amount reported under Miscellaneous revenue is due to an audit required journal entry at the end of each fiscal year to 'zero out' any liabilities on the books on June 30th. We then reinstate those liabilities after July 1. This entry is required because the District operates on a cash basis of accounting and cannot have any outstanding liabilities at year-end.

Director Murphy motioned that the July 31, 2025 financial reports be approved as presented. Director Keeler seconded. Motion carried unanimously.

7.1.2. Approve Grants

Mrs. Jones presented the following grant for approval:

Buckaroo Baseball

PHS Baseball Program – Spring Tournament Trip \$22,000

National Philanthropic Trust

FFA Program – for continual upgrades to the Land Lab \$50,000
(The AgWest Farm Credit Stewardship Fund recommended this.)

Director Pace motioned that the grants be approved as presented, and a letter of appreciation be sent to each agency. Director Gregg seconded. Motion carried unanimously.

7.2. Human Resources *Kevin Dinning*

7.2.1. Approve Personnel Report

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

NEW HIRE	Classified	Sheena Motley	Paraprofessional	PELC
		Karli Hagebusch	Paraprofessional	PELC
		AnaReece Weston	Paraprofessional	WES
		Jacob Pierce	Paraprofessional	WES
		Jenna Wells	Paraprofessional	SHES
		Brianna Kohr	Paraprofessional	SHES
		Lainey Neistadt	Paraprofessional	SMS
		Craig Horton	Paraprofessional	PHS
		Makenna Koch	Paraprofessional	PHS
		Jennifer English	Paraprofessional	PHS
		Jennifer Krull	Office Assistant	Hawthorne
CONTRACT RENEWAL		Wesley Armstrong	Student Liaison	Hawthorne
RESIGNATION	Classified	Paula Johnson	Paraprofessional	SMS
		Rindy Watson	Paraprofessional	PELC
EXTRA DUTY	FFA	Dan McCarty	Advisor	PHS
		Marty Campbell	Advisor <i>(Paid with Measure 98)</i>	PHS
	Link Crew	Kiana Rickman	Advisor	PHS
		Leadership	Kiana Rickman	Advisor
	Chris Demianew		Advisor	SMS
	National Honor Society	Danielle Blanc	Advisor	PHS
		Drama	Shannon O’Rourke-Hudson	Director
	Carly Walker		Director	SMS
	Yearbook	Julie Murphy	Advisor	SMS
		Rick Scheibner	Advisor	SMS
		TJ Haguwood	Advisor	PHS
		Culinary Arts	Kaden Clark	Advisor
	Catering Manager	Kaden Clark	Manager	PHS
	Elementary Strings	Emily Muller-Cary		MES/WES/SHES
	Orchestra/Chorus/Band	Emily Muller-Cary		PHS/SMS
		Andy Cary		PHS/SMS
		Carly Walker		SMS
		Robotics	Kirk Case	FTC Coach
	Football	Erik Davis	Varsity Head Coach	PHS
		Fred Phillips	Assistant Coach	PHS
		Aaron Schmidt	Assistant Coach	PHS
		Josh Linehan	Assistant Coach	PHS
		Ron Murphy	Assistant Coach	PHS
		Wesley Armstrong	Assistant Coach	PHS
		Tyrone Hutchings	Assistant Coach <i>(Linebacker Stipend)</i>	PHS
		Tim Cary	JV2 Head Coach	PHS
		Rick Kelm	JV2 Assistant Coach	PHS
		Jake Hales	JV2 Assistant Coach	PHS
	Dance	Debbie Kishpaugh	Head Coach	PHS
		Suzanne Kennedy	Assistant Coach	PHS
		Lora Franks	Assistant Coach	PHS
	Volleyball	Jodi Primus	Head Coach	PHS
		Sami Spriet	Assistant Coach	PHS
		Cameron Baldwin	JV Coach	PHS
		Katie Hall	JV2 Coach	PHS
		Bailey Weinke	8th Grade A Coach	SMS
		Lance Zaugg	8th Grade B Coach	SMS

		Tina Williams	7th Grade A Coach	SMS
		Jan Zaugg	7th Grade B Coach	SMS
	Boys Soccer	Evan Brandhagen	Head Coach	PHS
		Kaden Clark	Assistant Coach	PHS
		Brian Ramirez	JV Coach	PHS
	Girls Soccer	Kiana Rickman	Head Coach	PHS
		Dillon George	Assistant Coach	PHS
		Bethany Van Cleave	JV Coach	PHS
	Cross Country	Madelyn Naughton	Head Coach	PHS
		Nicole Stewart	Assistant Coach	PHS
		Tony Nelson	Assistant Coach	PHS
		Madison Parker	Head Coach	SMS
		John Summerfield	Assistant Coach	SMS
	Cheerleading	Shawna Van Sickle	Head Coach	PHS
	Girls Basketball	Tim Foster	Head Coach	PHS
	Boys Basketball	Ron Murphy	Head Coach	PHS
	Girls Tennis	Stu Clem	Head Coach	PHS
	Boys Tennis	Llewellyn Jones	Head Coach	PHS
	Girls Golf	Dave Curtis	Head Coach	PHS
	Boys Golf	Marc Sokoloski	Head Coach	PHS
	Baseball	Justin Speer	Head Coach	PHS
	Wrestling	Trevor Hancock	Head Coach	PHS
	Swimming	Tony Nelson	Head Coach	PHS
	Softball	Tim Cary	Head Coach	PHS
	Track	Andrew Sneed	Head Coach	PHS
VOLUNTEER	Football	Marc Sokoloski		PHS
		Bryan Huber		PHS
		Shaw Jerome		PHS
		Tim Foster	JV2 Assistant Coach	PHS
	Dance	Piper Besst	Coach	PHS
		Elissa Franks	Coach	PHS
	Cheerleading	Jacqueline Berlin	Coach	PHS
		Brian Morrison	Coach	PHS
	Cross Country	Cliff Bannister	Coach	SMS
10 EXTRA DAYS	Counselor	Karen Demianew		PHS
		Ron Murphy		PHS
		Madeline Stuvland		PHS
		Kelsey Eckstine		SMS
		Matthew Rediger		SMS
		Rick Scheibner		SMS
5 EXTRA DAYS	Dean of Students	Erik Davis		SMS

Director Lehnert moved the personnel recommendations for the August 11, 2025 regular board meeting be approved as presented. Director Murphy seconded. Motion carried unanimously.

8. Information

8.1. 2023-24 Oregon English Learner Report *Julie Smith*

ODE requires every school district to review data on English learners and make the report available to the public. The state provides data and average outcomes for the following areas: demographics, participation in special programs, language development, English language arts assessment, mathematics development, graduation, attendance, and revenues and expenditures. ODE asks districts to compare themselves to the state averages and report this information to the public and the school board.

Dr. Smith answered questions from the Board.

8.2. 2024-25 Restraint & Seclusion Report *Julie Smith*

ODE requires districts to report annually on the number of restraints and seclusions broken down by student demographic (ORS 326.051, OAR 581-022-2267). Restraint or seclusion happens in very rare circumstances where there is an imminent risk of serious bodily injury to self or others. Our district has a limited number of students who need this, and therefore, the report contains aggregated data to protect the identity of individual students.

When a student has multiple incidents of restraint or seclusion, a multi-disciplinary team meets to discuss prevention and intervention strategies to reduce the need for restraint or seclusion. That team conducts or reviews a Functional Behavior Analysis to make behavior support recommendations in developing or revising behavior support plans.

Rarely, an emergency arises resulting in untrained staff needing to conduct restraint to prevent serious bodily injury to the student or staff. When this happens, a team debriefs the incident and staff are provided training at the earliest opportunity. We attempt to have as many staff trained as possible to prevent these situations.

This does not include any actions done by the School Resource Officer or the Pendleton Police Department because they are not staff of the Pendleton School District.

8.3. Board Committees & School Assignments *Board Chair*

Board Committees are established for three general purposes: 1) to serve until their assignment is complete, 2) standing committees, or 3) special committees as per Policy BCE - Board Committees.

The committee assignments and schedule for 2025-26 and the school “adopted” by each board member are below.

Pendleton School District

Board Committees Membership & Schedule 2025-26

Standing Committee	Members	Date	Time	Location
Executive Committee	Beth Harrison Patrick Gregg Anne Keeler	As Needed		
Key Communicators Network (Thursdays)	Jill Pace Ryan DeGrofft Beth Harrison	October 16, 2025 February 12, 2026 May 7, 2026	12:00 p.m. 12:00 p.m. 12:00 p.m.	District Office District Office District Office
Public Relations & Marketing	Mason Murphy Patrick Gregg	TBD	TBD	District Office
Negotiations (April)	Mason Murphy Patrick Gregg	TBD	TBD	District Office
Safe Schools (Tuesdays)	Ryan Lehnert Anne Keeler	October 21, 2025 January 27, 2026 April 28, 2026	4:00 p.m. 4:00 p.m. 4:00 p.m.	District Office District Office District Office
Liaisons	Members	Date	Time	Location
Education Foundation Maureen McLaughlin - President	Jill Pace Ryan DeGrofft			
ESD Budget Committee	Anne Keeler	May 2026	TBD	IMESD

Adopt-A-School

Beth Harrison - All Schools

School

PELC
McKay
Sherwood
Washington
Sunridge MS
PHS/Hawthorne

Member

Ryan Lehnert
Patrick Gregg
Ryan DeGrofft
Mason Murphy
Jill Pace
Anne Keeler

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

9.1. OSBA Annual Convention – November 7-8, 2025

Chair Harrison encouraged all board members to attend all day. Retreat begins at 9:00 a.m.

10. Future Meetings *Board Chair*

10.1. Agenda Items for Next Board Meeting

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

Superintendent Jensens shared that the Cabinet is working very hard to get everyone supported next week, including Special Educators, principals, and new teachers. Kick off breakfast is August 22, 2025, at PHS in the commons, and reserved seating for the Board in the auditorium.

12. **Adjournment** *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 6:27 p.m.

DRAFT

Beth Harrison, Board Chair

Michelle Jensen, PhD, Superintendent

Ronda Thornburg, Executive Secretary

Date