

The Board of Directors of Pendleton School District 16R met in special session at the district office boardroom at 6:00 p.m. on Tuesday, April 4, 2017.

**Present:**       Debbie McBee, Chair  
                  Lynn Lieuallen, Vice Chair  
                  Dale Freeman  
                  Gary George  
                  Dave Krumbein  
                  Michelle Monkman  
                  Steve Umbarger  
                  Andy Kovach, Superintendent  
                  Brad Bixler, Director of Human Resources  
                  Michelle Jones, Director of Business Services  
                  Julie Smith, Director of Special Programs  
                  Matt Yoshioka, Curriculum Inst. & Assessment Coord.  
                  Tami Calvert, Secretary  
                  Kathy Aney, East Oregonian

#### Opening and Call to Order

Chair McBee called the special board meeting to order at 6:00 p.m. and welcomed the guests. Mrs. McBee reminded those in attendance that the meeting is audio recorded. The group recited the Pledge of Allegiance.

#### 2017-2018 School Calendar

Brad Bixler presented to the board two revised gold and green calendars for the 2017-2018 school year for the board to review. Mr. Bixler pointed out the difference in the spring conference dates on both proposals. Brad stated that the staff survey that was completed by the staff was in support of the green calendar.

#### Budget Priorities

Chair McBee explained that the state legislator's budget process could stretch into a special session late this summer and leave us struggling to predict the future. Our district has to provide a balanced budget in May. Mrs. McBee explained that we are doing everything we can, including the use of \$1 million of the district's \$1.75 million contingency funds as a way to minimize the impact of the budget shortfall. Debbie communicated that we do not want to lose any staff on any level, nor do we want a mass exodus because of a budget situation that is affecting our district. We ask our staff to be patient in this process to know that we are being as responsible and thoughtful as we can be and we understand the stress that this decision brings to everyone. We urge people to contact the Oregon legislators to push for more education dollars.

Michele Jones stated that administration team is looking at all programs and other areas of the budget that can be tightened or eliminated. Mrs. Jones noted that the kindergarten registration numbers are not high and with the already declining enrollment she would like to set the budget at \$7.8 billion.

Superintendent Kovach read a budget update statement. He stated that he asked the administrative team to prepare the district's budget with contingencies that allow us to adjust for range of revenue levels. Mr. Kovach noted that the administrative team will be looking at all programs and other areas of the budget that can be tightened or eliminated first and that we all understand how difficult a decision this is for the board and only as a last resort will decisions be made that affect personnel.

**Approval of Authority to Proceed with Reduction in Force**

A motion due to budget constraints for 2017-2018 school year, the board approves the superintendent and his administrative team to develop a reduction of force plan to include administration, certified, classified, and confidential staff was made by Dale Freeman, and seconded by Steve Umbarger. Motion was amended.

After discussion the board agreed to the following amendment to the motion:

A motion due to budget constraints for 2017-2018 school year, the board authorizes the superintendent and his administrative team to develop a plan that includes the use of contingency funds, absorption of positions through retirements and resignations, evaluation of programs, and potential reduction in force which could include administration, certified, classified, and confidential staff, was made by Dave Krumbein, seconded by Gary George, and approved unanimously by the board.

**Review Agenda April 10, 2017 Regular Board Meeting**

A draft agenda for the regular board meeting was reviewed. There were no changes to the April 10, 2017 agenda.

**Recess Special Board Meeting/Convene Executive Session**

Chair McBee recess the Special Board Meeting at 6:35 p.m. and convened executive session per ORS 192.660(2)(a)(7).

Chair McBee recessed the executive session at 7:45 p.m.  
Chair McBee reconvened the special board meeting at 7:45 p.m.

Meeting adjourned at 7:45 p.m.

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Chair

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Superintendent

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Secretary

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Date