

**Regular Board Meeting Minutes**  
**Thursday, January 15, 2026 7:00 PM Pacific**

Umatilla School District  
1001 6th St  
Umatilla, OR 97882

| <b>BOARD MEMBERS:</b>        | <b>ADMINISTRATIVE TEAM:</b>                  |
|------------------------------|--|
| Lesly Claustro-Sanguino      | Heidi Sipe, Superintendent                   |
| Toby Cranston                | Delma Bernal, Superintendent/Board Secretary |
| Travis Eynon- <b>excused</b> | Kim Gilsdorf, Business Manager               |
| Josiah Barron                | Josy Chavez, HR Specialist                   |
| Steve Warr                   | Stephanie Williams-Strege, STEAM Coordinator |
| Jorge Meza                   | Rikkilynn Starliper, Food Service Director   |
| Jon Lorence- <b>excused</b>  | Vincent Stefani, Maintenance Director        |
|                              | David Lougee, ELL Director- <b>excused</b>   |
|                              | Bob Lorence, UHS Principal- <b>excused</b>   |
| <b>BOARD ADVISORS:</b>       | Rick Cotterell, CBMS Principal               |
| Jazmin Martinez              | Nicole Coyle, MHES Principal                 |
| Veronica Gutierrez           | Tim Young, CVI Principal                     |
|                              | Pat Kerrigan, IT                             |

**Board Members Present: 5:7**

**MINUTES**

**A. CALL MEETING TO ORDER:**

Board Chair Member Claustro-Sanguino called the meeting to order at 7:00 pm.

**B. PUBLIC INPUT:**

No public input at this time.

**C. PRESENTATIONS:**

**C.1 Superintendent's Student Advisory Committee:**

Students were attending the basketball game and running the concessions this evening.

**D. APPROVE AGENDA:**

No changes to the agenda.

- **Motion:** made by Board Member Warr to approve the agenda as presented.
- **Second:** by Board Member Cranston.  
Board Member Cranston- Yea  
Board Member Barron- Yea  
Board Member Warr- Yea  
Board Member Meza- Yea  
Board Chair Member Claustro-Sanguino- Yea  
Yea: 5, Nay: 0, Absent: 0
- **Voting: Unanimous, motion passes**

**E. ACTION ITEMS:**

**E.1 Consent Agenda:**

Minutes for the December Board of Directors Workshop and December Regular Board Meeting, HR Report, Supervisory Staff and Board Member Declared Conflicts of Interest, Disbursements, and Financial Statements

Board Chair Claustro-Sanguino declared an actual conflict of interest.

Board Member Barron asked for clarification on the high-impact reading for the students.

Superintendent Sipe explained that this is a grant-funded opportunity that supports 3rd-grade students.

**Motion:** made by Board Member Barron to consent to the Minutes for December Board of Directors Workshop and December Regular Board Meeting, HR Report, Supervisory Staff Conflicts of Interest, Disbursements, and Financial Statements.

- **Second:** by Board Member Cranston.  
Board Member Cranston- Yea  
Board Member Barron- Yea  
Board Member Warr- Yea  
Board Member Meza- Yea  
Board Chair Member Claustro-Sanguino- Yea  
Yea: 5, Nay: 0, Absent: 0
- **Voting:** Unanimous, motion passes

#### **E.2 Set Date for Superintendent's Evaluation:**

It was suggested to set the date in March as a work session before or after the regular board meeting.

- **Motion:** made by Board Member Cranston to set the date as a work session at the March board meeting at 6pm.
- **Second:** by Board Member Meza.  
Board Member Cranston- Yea  
Board Member Barron- Yea  
Board Member Warr- Yea  
Board Member Meza- Yea  
Board Chair Member Claustro-Sanguino- Yea  
Yea: 5, Nay: 0, Absent: 0
- **Voting:** Unanimous, motion passes

#### **E.3 Adjust Date for the February Board Meeting:**

Superintendent Sipe will be attending an AASA conference on the same date as the February board meeting. The board members may choose to keep the February Regular Board Meeting on the scheduled date, and Superintendent Sipe could join virtually. Or, they can choose to move the date to the following Thursday, February 19<sup>th</sup>.

All the board members would like to have the Superintendent be present in person, and they would like to move the meeting.

- **Motion:** made by Board Member Cranston to move the February regular board meeting to February 19<sup>th</sup> at the regular time so the Superintendent may be present in person.
- **Second:** by Board Member Barron.  
Board Member Cranston- Yea  
Board Member Barron- Yea  
Board Member Warr- Yea  
Board Member Meza- Yea  
Board Chair Member Claustro-Sanguino- Yea  
Yea: 5, Nay: 0, Absent: 0
- **Voting:** Unanimous, motion passes

### **F.**

#### **INFORMATION:**

##### **F.1 Facilities Update**

Construction progress continues. There is currently an error at the new CTE building, as the box for the carpet was labeled gray and was installed; however, it is red. The manufacturers will replace it at their own cost. The CTE building also has new furniture that was purchased at ½ the cost, thanks to coordination with a vendor for a neighboring construction project. We are planning a board tour as part of the February board meeting.

The windows previously discussed for the east exit of the high school have been installed in the doors at the high school CTE building.

G. **OTHER/BOARD DISCUSSIONS:**

**G.1 Discuss Senior Meals**

We used to do senior meals on Fridays in our community for about 10 years. At that time, we were leasing the senior center from the city. The city then asked us to end our lease early. We agreed on a few agreed-upon conditions. One of them was that they would maintain and keep the senior meals going. The City has run the community center for a few years now, and they have not yet established the senior meal program.

Superintendent Sipe was contacted by the American Legion. They do meal deliveries for veterans in the Hermiston community, but didn't have a way to do that for the Umatilla community. They just don't have delivery drivers who could come over this far from the Senior Center. Mrs. Sipe and former Chief Huxel reached out to a bunch of people up at the Links, which is the senior housing up in McNary. We requested the use of the Links community room as a dining space for us to deliver meals. We received approval for the use of the Links this week, and we have volunteers willing to deliver the meals to the Links on Fridays. There will be a charge of \$5.25 per meal, but the veterans will have their meals paid for by the American Legion. Also, if we know someone in need and can't afford the \$5.25, we have enough people around town who all chip in together and make sure they get to eat.

The board thought it was a great idea. Mrs. Sipe will move forward with the plan. Hopefully, they can start next month in February.

H. **STAFF RECOGNITION:**

- **Maintenance and custodial crew**- Thank you for the concert setup and cleanup.
- **Maggie Jepsen**- Thank you for all your hard work preparing for and conducting the Christmas Concert at CVI. It was absolutely amazing!
- **Leah Yarbrough**- Thank you for helping with the Christmas Concert at CVI. It was a big success, and you did a wonderful job!
- **Christine Estrella**- Thank you for all your hard work with the Lil Angel Shop, organizing the Staff Potluck, and for creating positive vibes at CVI. You are very appreciated!!
- **UPD and Walmart** for all of their hard work organizing and facilitating Shop with a Cop! Your holiday spirit is inspiring, and we appreciate all you do for our students.

I. **REPORTS:**

**I.1 McNary Heights Elementary School – Nicole Coyle, Megan Lorence**

**Principal Coyle reported the following:**

- Happy school board appreciation month. She appreciates everything the board members do with students and staff.

**Vice Principal Megan Lorence reported the following:**

- Miss Lorence thanked all the board members for all they do.
- MOST awards went well.
- Excited for the 2<sup>nd</sup> half of the school year.

**I.2 Columbia Vista Intermediate School – Tim Young, Kara Church**

**Principal Young reported the following:**

- Mr. Young thanked all the board members for all they do and all the support they show.

**Vice Principal Church reported the following:**

- REP awards
- They plan to hold an assembly to get all the students excited for testing this month.

**I.3 Clara Brownell Middle School – Rick Cotterell, Anthony Brown**

**Principal Cotterell reported the following:**

- Happy Board Appreciation Month.
- The students and staff made oversized cards and wrote messages of appreciation in them for each board member. They also made bookmarks for the Battle of the Books

books given to board members. Principal Cotterell encouraged board members to trade books after they read them so they can get a feel for the Battle of the Books experience.

**Dean of Students Brown reported the following:**

- Still have basketball games going on.
- Orange padding has been ordered to be placed on the stage to protect students from hitting the stage when running. It will have a fold-down feature so the storage will remain accessible.

**I.4 Umatilla High School – Bob Lorence, Oscar Contreras, Dan Durfey**

High school administrators were attending the basketball games vs Riverside tonight.

**I.5 Maintenance - Vinny Stefani**

**Vinny reported the following:**

- Vinny thanked all of the board members for their support.
- Applied for the TAP grant, created to assist school districts that have engineered wood trusses that are 50 years old or older.

**I.6 District – Heidi Sipe, Stephanie Williams-Strege, Kim Gilsdorf, Josy Chavez, David Lougee, Rikkilynn Starliper, Maria Sanchez, Pat Kerrigan, Taunya Daniel**

**Heidi Sipe reported the following:**

- Sent out a huge thank you to all the board members and told them how much she appreciates them. She echoed the facility comments from Mr. Young and reminded the Board that during the past decade, they have remodeled, fully renovated, or newly constructed every building in the district. Our district is fortunate to have their leadership and vision.
- She thanked Josiah for going to the Kick-off for Robotics. There was a total of 45 Umatilla students in Robotics this year. Every volunteer from the past also returned for the new season, as did most students.
- FTC competition next Saturday at the middle school. We have 14 FTC teams, and this is their competition to determine who will represent Umatilla at the state finals.
- FRC has two teams (Classified and Confidential), and their closest competition is in Yakima in March.

**Stephanie Williams-Strege reported the following:**

- Stephanie thanked the board members for all they do. She is proud to work in Umatilla.
- The after-school students made a pyramid that she placed on the counter in the entrance for all to see.

**Kim Gilsdorf reported the following:**

- Kim thanked all the board members for all they do for our students and staff.
- She has been supporting payroll and AP with everything that needs to be done for the budget.
- 2025 Audit Report will be presented to the Board in February.

**Josy Chavez reported the following:**

- Josy thanked all the board members for all they do.
- She made flan for the board members to show her appreciation.

**Rikkilynn Starliper reported the following:**

- It is wonderful to have our board members.
- A whole grain farm is going on the reservation, and she is so excited about it and hoping to expand in-house baking as part of a farm-to-school effort.

**Pat Kerrigan reported the following:**

- The Umatilla Board Members are easy to work with. He thanked them for their support with the students.

**I.7 IMESD Talking Points:**

IMESD Talking Points are in the board packets.

J. **PUBLIC INPUT:**  
No public input at this time.

K. **CALL EXECUTIVE SESSION TO ORDER:**  
*Per ORS 192.660(2)(f), To consider information or records that are exempt by law from public inspection.*

The board members went into Executive Session at approximately 7:41pm.

L. **OPEN SESSION:**  
The board members came out of Executive Session and into Open Session at approximately 8:23pm.

M. **ACTION ON COMPLAINT RECEIVED IN EXECUTIVE SESSION:**  
Action after Executive Session:  
Board Member Cranston made a motion that the Board delegate the authority to the Board Chair to respond to the complaint as discussed in the executive session.

N. **ADJOURN:**  
The meeting was adjourned at approximately 8:24pm.

**The next regular board meeting of the Umatilla School District will be held on February 19<sup>th</sup>, 2026.**

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Board Chair

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Superintendent