

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

February 10, 2025
6:00 pm | District Office Boardroom | 107 NW 10th Street, Pendleton, OR 97801

Present Patrick Gregg, Chair
Ryan Lehnert
Jill Pace
Preston Eagleheart (virtual)
Anne Keeler
Michelle Jones, Director of Business Services
Kevin Dinning, Director of Human Resources
Ronda Thornburg, Executive Secretary (virtual)
Kevin Headings, Superintendent
Matt Yoshioka, Director of Curriculum, Instruction, and Assessment

Absent: Mason Murphy (without prior notice)
Beth Harrison, Vice-Chair (with prior notice)
Julie Smith, Director of Special Programs (with prior notice)

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 p.m.

1.1. Pledge of Allegiance

The group stood and recited the Pledge of Allegiance.

1.2. Meeting Audio/Video Recorded

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

2. Approve School Board Meeting Minutes *Board Chair*

Director Keeler motioned that the minutes of the January 7, 2025 Work Session, the January 13, 2025 Regular Board Meeting, and the January 28, 2025 Special Session be approved as presented. Director Pace seconded. Motion carried unanimously.

3. Approve Board Agenda *Board Chair*

Director Pace motioned to approve the February 10, 2025 Regular Board Meeting agenda as presented. Director Keeler seconded. Motion carried unanimously.

4. Correspondence/Communications *Board Chair*

Chair Gregg shared a thank you card from Washington Elementary for reading books in their library.

5. Reports

5.1. Goal 1 – Pursuit of Instructional Excellence

5.1.1. Monthly Student Recognition/Student in the Spotlight

February: Washington

March: Sherwood

April: SMS

May: PHS

Washington students recognized tonight are:

Wesley DeGrofft
Sofie Dinning
Daphne Park
Matthew Welch
Denise Hargrove-Williams

5.1.2. *Pendleton Association of Teachers PAT Representative*
Abbey Prevot, 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 but wanted to publicly thank Michelle Jones for submitting the information for the one-time stipend for Special Education paraprofessionals.

Michelle Jones took this time to share with the board regarding the Oregon Department of Education having monies for a stipend to paraprofessionals who spend more than 75% of their time working in Special Education. Mrs. Jones submitted the application by January 13, 2025, for 101 employees. There will be a one-time payment of \$445.86 after the grant agreements in May or June 2025, if they are still employed at that time.

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*
On behalf of Suzanne Howard, Michelle Jones invited the board to the Future Chef Competition at Sherwood Elementary on March 11, 2025.

5.2.3. *Enrollment Report Kevin Headings*
Kevin Headings presented the February 3, 2025 enrollment report.

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

5.4. **Goal 4 – The Pendleton Brand**
A new batch of radio ads going out per Kevin Headings.

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

7. **Action Items**

7.1. **Superintendent** *Kevin Headings*

7.1.1. Approve Resolution 2025-02 IMESD Local Service Plan for 2025-26

As a result of HB 3184, the annual resolutions process was merged into the development of a local service plan, to be developed jointly by the education service district and its component school districts. This local service plan must include the following services: 1) Programs for children with special needs, 2) Technology support for component school districts and the individual technology plans of those districts, 3) School improvement services for component school districts, and 4) Administrative and support services for component school districts. The Board of Directors of the InterMountain ESD believes the creation of a Local Service Plan in cooperation with its member districts and the clear articulation of every program and service offered by the IMESD leads to enhanced understanding, more effective communication, and greater equity of service for all students. The criteria for approval of the

Local Service Plan is two-thirds of the component districts, with at least 50 percent of the students, must vote in favor of the plan (ORS 334.175(5)(a)(b). The Local Service Plan can be amended by a resolution of constituent district boards and approval of the IMESD Board using the same criteria to approve the original plan (ORS 334.175(6).

Director Lehnert moved Resolution 2025-02 InterMountain Education Service District Local Service Plan for 2025-26 be approved as presented. Director Pace seconded. Motion passed unanimously.

7.1.2. Approve Policy and ARs

7.1.2.1. GBNAA/JHFF – Suspected Sexual Conduct with Students and Reporting Requirements

7.1.2.2. JHFF/GBNAA – Suspected Sexual Conduct with Students and Reporting Requirements

Director Lehnert moved to approve the above-listed policies as presented. Director Keeler seconded. Motion carried unanimously.

7.2. Business Services

7.2.1. Approve January 31, 2025 Financial Report

Mrs. Jones presented the January 31, 2025 financials.

Expenditures:

Year-to-date expenditures through the month of January are within expectations. Areas to note are January's payment to Nixyaawii Charter School will be paid in February, Trans/Travel includes November and December Transportation invoices, and Intervention/Treatment, reflects the fall invoice for the Expanded Options program.

Revenues:

Year-to-date revenues through the month of January are within expectations, with the exception of the County and Common School fund payments, which we typically receive in February/March, were received in January.

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

7.2.2. Approve Grants

Mrs. Jones presented the following grant for approval:

Blue Mountain Early Learning Hub

PELC/Angela Lattin – Books and supplies for registration night \$1170

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

7.2.3. Approve Surplus Property

Mrs. Jones recommends the declaration and approval of the surplus property as listed below:

- 2 – Blodgett Convection Ovens
- 1 – Garland Convection Oven
- 2 – Scoreboards (small gym SMS)
- 16 – File Cabinets

Director Lehnert motioned that the above listed property be declared surplus and approve the disposal and/or sale of. Director Pace 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:

| | | | | |
|-------------------|-----------|-----------------------------|-----------------|-------|
| Retirement | Certified | Cathleen Walters | Grade 5 Teacher | McKay |
| | | <i>(Effective 6/9/2025)</i> | | |

Director Keeler motioned the personnel recommendation for the February 10, 2025 regular board meeting be approved as presented. Director Pace seconded. Motion carried unanimously.

7.4. Board *Board Chair*

The superintendent search timeline includes all-day interviews with the finalists who have applied to be the next superintendent for the Pendleton School District on March 10, 2025. This is the second Monday of the month, which is the regularly scheduled board meeting.

Director Pace moved the March 10, 2025 regular board meeting at 6:00 p.m. be canceled in lieu of the all-day interviews with finalists for the superintendent position starting July 1, 2025. Director Keeler seconded. Motion carried unanimously.

8. Information

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

10. Future Meetings *Board Chair*

10.1. Agenda Items for Next Board Meeting

11. Board Member Comments *Board Chair*

Chair Gregg encouraged the board members to check their email often related to the superintendent search. The next meeting will be Monday, February 24, 2025.

12. Adjournment *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 6:31 p.m.

Patrick Gregg, Board Chair

Kevin Headings, Superintendent

Ronda Thornburg, Executive Secretary

Date