



# Memorandum

Date: July 8, 2024

To: Board of Directors of the Pendleton School District 16R

From: Kevin Headings, Superintendent  
Prepared by Ronda Thornburg, Executive Secretary

Subject: Board Meeting and Work Session Dates for 2024-25

**Background:** Per Policy BD/BDA – Board Meetings, the Board will establish the year’s schedule of Board meetings no later than the next regular meeting following July 1. The Regular Board Meeting is held at the District Office at 6:00 pm every second Monday of the month, and a Board Work Session is held every Tuesday of the month preceding the Board Meeting at 8:00 am in the District Office Boardroom. One Board Meeting per year is held on the Confederated Tribes of the Umatilla Indian Reservation.

**Work Sessions**

August 6, 2024  
September 3, 2024  
October 8, 2024  
November 5, 2024  
December 3, 2024  
January 7, 2025  
February 4, 2025  
March 4, 2025  
April 8, 2025  
May 6, 2025  
June 3, 2025  
July 8, 2025

**Regular Board Meetings**

July 8, 2024  
August 12, 2024  
September 16, 2024  
October 14, 2024  
November 18, 2024  
December 9, 2024  
January 13, 2025  
February 10, 2025  
March 10, 2025  
April 14, 2025  
May 12, 2025  
June 9, 2025  
July 14, 2025

**Board Retreat**

July 31, 2024

**Proposal:** The September Regular Board Meeting be held on the third Monday of the month due to the Pendleton Round-Up and Happy Canyon the second full week of September. The November Regular Board Meeting be held on the Confederated Tribes of the Umatilla Indian Reservation on the third Monday of the month due to Veterans Day.



**Motion:** I move the 2024-25 dates for the Work Sessions and Regular Board Meetings be approved as presented.

Motion for Approval:

Made by \_\_\_\_\_ Seconded by \_\_\_\_\_

Motion for Rejection:

Made by \_\_\_\_\_ Seconded by \_\_\_\_\_

Motion for Further Consideration:

Made by \_\_\_\_\_ Seconded by \_\_\_\_\_