

MINUTES
Pendleton School District 16R Board of Directors
WORK SESSION

November 5, 2024

8:00 am | Board Room and Virtual | 107 NE 10th Street, Pendleton, OR 97801

Present: Patrick Gregg, Chair
Beth Harrison
Anne Keeler
Ryan Lehnert
Mason Murphy
Preston Eagleheart
Kevin Headings, Superintendent
Matt Yoshioka, Director of Curriculum, Instruction, and Assessment
Julie Smith, Director of Special Programs
Kevin Dinning, Director of Human Resources
Ronda Thornburg, Executive Secretary

Absent: Vacant Position #3
Michelle Jones, Director of Business Services (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 work session to order at 8:00 a.m.

1.1. Pledge of Allegiance

The group stood and recited the Pledge of Allegiance.

1.2. Meeting Audio Recorded

Chair Gregg stated that this meeting is being audio recorded.

2. Cell Phone Policy *Pat Dutcher & Piper Kelm*

Pat Dutcher, Principal at Pendleton High School, and Piper Kelm, Principal at Sunridge Middle School, spoke about the back story, the refinement, expansion, and alignment of the cell phone policy, and how it is being implemented in their respective buildings. It also teaches students soft skills of appropriate phone use that will be beneficial in future employment. Overall, parents are supportive, with minimal pushback at the beginning of the year. Chair Gregg said the board feels as strongly about the cell phone policy as any.

3. Site Action Plans *Kevin Headings*

- 3.1. Pendleton Early Learning Center
- 3.2. McKay Creek Elementary
- 3.3. Sherwood Heights Elementary
- 3.4. Washington Elementary
- 3.5. Sunridge Middle School
- 3.6. Pendleton High School

The Site Action Plans (SAP) are goals that guide building leadership throughout the year. In the spring, the board will receive a report from each of the principals in relation to their SAP. Observations from the board included the goals, which seemed hard to see if they were being met without clear measurables. The middle and high school goals are vague.

4. **Policies – First Reading** *Michelle Jones*

4.1. DDB – Native American Impact Aid Funds

In order to maintain compliance with District policy and Section 7004 of the Federal Impact Aid Program, the School Board must review and approve Policy DDB annually. The policy was last approved/adopted by the Board on November 13, 2024.

5. **Policies – First Reading** *Matt Yoshioka*

5.1. JEA – Compulsory Attendance & JEA-AR – Compulsory Attendance Notices and Citations

School districts are still required to monitor for non-enrollment and irregular attendance issues and to send related notices in accordance with ORS 339.080; however, as the Oregon Department of Education has recently noticed, citations for compulsory attendance are no longer being issued. A district may decide to choose to issue a citation. The AR can now implement a citation process at the local level. The stakeholders are in the process of getting everything finalized.

The OSBA Policies and ARs listed above were presented for initial review and discussion. Please provide input prior to the second reading and formal adoption.

6. **Action Items**

6.1. **Human Resources** *Kevin Dinning*

6.1.1. Approve Personnel Report

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

New Hire	Classified	Mariah Sinner	Paraprofessional	PELC	
Retirement	Certified	Fred Wolotira	Athletic Director/Dean of Students	SMS	
		<i>(Effective 6/9/2025)</i>			
		Stuart Clem	Social Studies/Leadership Teacher	PHS	
		<i>(Effective 11/30/2024. Contract back to 6/9/2025)</i>			
		Sonia Cooley	Business Teacher	PHS	
		<i>(Effective 6/7/2024)</i>			
Resignation	Wrestling	Jacob Hales	Assistant Coach	PHS	
Extra Duty	Basketball	Chance Norquist	Assistant Boys Coach	PHS	
		Marques Johnson	Freshman Boys Coach	PHS	
		Steve Hoffert	Assistant Boys Coach	PHS	
		Randy Jenness	JV Girls Coach	PHS	
		Jessica Wright	Assistant Girls Coach	PHS	
		Haley Robinett	Assistant Girls Coach	PHS	
		Ryan DeGrofft	8th Grade A Boys Coach	SMS	
		Michael Swanson	8th Grade B Boys Coach	SMS	
		Ryan Sams	7th Grade A Boys Coach	SMS	
		Ian Rivera	7th Grade B Boys Coach	SMS	
		Tim Cary	7/8th Grade C Boys Coach	SMS	
		Wrestling	Tyler Arbogast	Assistant Coach	PHS
		Swimming	Bethany Van Cleave	Assistant Coach	PHS
	Rachel Burrows	Assistant Coach	PHS		
Volunteer	Basketball	Otis Hopkins	Boys Coach	PHS	
		Kim Taber	Girls Coach	PHS	
	Wrestling	Jacob Hales		PHS	

Director Murphy motioned that the personnel recommendations for the November 5, 2024, work session be approved as presented. Director Harrison seconded. Motion passed unanimously.

7. Review Agenda – November 18, 2024 Regular Board Meeting *Board Chair*

No additions or deletions.

8. Agenda Items for Future Work Sessions *Board Chair*

Potential topics suggested:

December: FFA Students, OSBA Annual Convention Report

January: CTE/Schools to Careers, Dual Credit/AP Classes, TAG Program

February: PVLA/Home Connections, Graduation Data

March: Sports and Extracurriculars

April: OSBA Professional Development

May: After School Programs, Facilities

June: End-of-Year Reports - Washington/McKay/Sherwood

The At-A-Glance Report Cards will be added when they become available.

9. Suggestions and Comments from Visitors *Board Chair*

No suggestions or comments.

10. Information

10.1. First Student, Inc. Update *Matt Yoshioka*

Electric buses are in the process of being ordered. There is a leadership change within First Student with the addition of Hermiston School District. Patrick Phillips is promoted to regional manager. The company is advertising for a local manager position.

10.2. 2024 OSBA Elections *Board Chair*

10.2.1. Resolution 1 – Amends the OSBA dues schedule

The dues have not been amended in decades, which is why there is a significant increase.

10.2.2. Resolution 2 – Creates the Oregon School Board Members PRIDE Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee

Less than 2% of the budget goes to the caucuses wanting representation.

10.2.3. Resolution 3 – Adopts the proposed amendments to the OSBA Bylaws

Voting will be at the November 18, 2024 meeting for the 2024 OSBA Elections.

11. School Visit Reports

Adopt-A-School Assignments:

PELC – Mason Murphy

McKay – Ryan Lehnert

Sherwood – Dale Freeman

Washington – Beth Harrison

SMS – New Board Member

PHS/Hawthorne – Preston Eagleheart

All Schools – Patrick Gregg

Director Keeler visited Sunridge Middle School, spending a lot of time on the positivity of the cell phone policy and behavior matrix. Principal Kelm shared they are working on attendance with monthly positive reinforcements, are appreciative of hiring the new TAPP family advocate, and are dreaming of new bleachers in the gym.

Director Harrison visited Sherwood, where she is working with Mr. Presley and Mrs. Stuvland on starting the Oregon Battle of the Books competition. She volunteered in a classroom and saw learning happening in a positive environment.

Director Eagleheart sat with the PHS administration, where they shared things are going well, that there are no major concerns at this time, that the cell phone policy is in place, and that they are trying to get ahead of attendance issues.

Resignation – Superintendent Kevin Headings stated that he is not seeking renewal of his contract for the 2025-26 school year. He is pleased with the general direction that the district is going. During his tenure, he wished for a swimming pool, new tennis courts, and a new football field. Members of the board expressed their appreciation, contributions, and insights and will miss his radio voice.

Chair Gregg entertained a motion to accept the letter of resignation. Director Harrison moved to accept Kevin Headings' letter of resignation. Director Lehnert seconded. Motion carried unanimously.

12. Adjournment *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 9:01 a.m.

Patrick Gregg, Board Chair

Kevin Headings, Superintendent

Ronda Thornburg, Executive Secretary

Date