

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

June 9, 2025

6:00 pm | District Office Boardroom | 107 NW 10<sup>th</sup> Street, Pendleton, OR 97801

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**Present** Beth Harrison, Vice-Chair  
Ryan Lehnert (arrived at 6:02 p.m.)  
Jill Pace  
Mason Murphy (virtual)  
Anne Keeler  
Michelle Jones, Director of Business Services  
Ronda Thornburg, Executive Secretary  
Matt Yoshioka, Director of Curriculum, Instruction, and Assessment  
Kevin Dinning, Director of Human Resources  
Kevin Headings, Superintendent

**Absent:** Position 4 Vacant  
Patrick Gregg, Chair (with prior notice)  
Julie Smith, Director of Special Programs (with prior notice)

The meeting was in person and offered virtually.  
In the absence of Chair Gregg, Vice-Chair Harrison conducted the meeting.

**1. Opening and Call to Order** *Board Chair*

Vice-Chair Harrison 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**

Vice-Chair Harrison 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 May 6, 2025 Work Session and the May 12, 2025 Regular Board Meeting be approved as presented. Director Pace seconded. Motion carried unanimously.

**3. Approve Board Agenda** *Board Chair*

Director Pace motioned to approve the June 9, 2025 Regular Board Meeting agenda as presented. Director Keeler seconded. Motion carried unanimously.

**4. Correspondence/Communications** *Board Chair*

None.

**5. Reports**

**5.1. Goal 1 – Pursuit of Instructional Excellence**

**5.1.1. Pendleton Association of Teachers** *PAT Representative*

No report.

**5.1.2. Oregon School Employees Association** *Tammy Hillmick*

Tammy Hillmick did not have anything to report.

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*

No report.

5.2.3. Enrollment Report *Kevin Headings*

Kevin Headings presented the June 2, 2025 enrollment report. He deferred questions to Matt Yoshioka.

5.2.4. Tier III Behavior Report *Kevin Headings*

Kevin Headings read word for word his end-of-year handout regarding the changes made in the elementary schools, which have proven to be successful.

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

5.4. **Goal 4 – The Pendleton Brand**

6. **Suggestions and Comments from Visitors** *Board Chair*

None.

7. **Action Items**

7.1. **Business Services**

7.1.1. Approve May 31, 2025 Financial Report

Mrs. Jones presented the May 31, 2025 financials.

Expenditures for the month of May are usual and customary within expectations.

Revenues for the month for the month of May are within expectations. Current property tax collections are at 94% of the levy, which aligns with budgeted projections.

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

7.1.2. Approve Grants

Mrs. Jones presented the following grants for approval:

Pendleton Wrestling Club	
PHS Wrestling Program – Team Camp	\$2000
Pendleton Linebackers Club	
PHS Football Program – Football Camp Scholarship	\$7500

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

7.1.3. Approve Sodexo Contract Renewal

In November of 2022, the District issued an RFP for Food Service management due to the expiration of our prior agreement. On February 13, 2023, the Board acted to approve a five-year contract with Sodexo to provide the district's Food Service Management. Due to federal requirements, the Board is required to approve an annual renewal to continue services. The only change to note from our prior contract is a 3.8% cost of living adjustment to the fixed price per meal charged to the district.

Director Pace moved to approve the Sodexo Contract Amendment for 2025-26. Director Lehnert seconded. Motion carried unanimously.

7.2. Human Resources *Kevin Dinning*

7.2.1. Approve Personnel Report

Mr. Dinning presented a revised personnel report for consideration and action:

<b>NEW HIRE</b>	Certified	Kyler Lunny	Grade 5 Teacher (2025-26 SY)	SHE
		Courtney Hanson	Grade 2 Teacher (2025-26 SY)	WES
	Classified	Cathy Walters	Library/Media Assistant (2025-26 SY)	SMS
<b>VOLUNTEER</b>	Football	Shaw Jerome	Coach	PHS

Director Lehnert motioned that the revised personnel recommendation for the June 9, 2025 regular board meeting be approved as presented. Director Keeler seconded. Motion carried unanimously.

7.3. Board *Board Chair*

7.3.1. July 8, 2025 Work Session

When the July Board Work Session falls close to the Independence Day Holiday, the Board has occasionally cancelled the work session.

Director Pace moved to cancel the July 8, 2025 Board Work Session. Director Keeler seconded. Motion carried unanimously.

8. Information

8.1. End-of-Year Reports – Washington/McKay/PELC *Principals*

Principal Heidi Paullus and Vice Principal Rachael Olson of Washington Elementary reported on Goal 1: Pursuit of Instructional Excellence and Goal 2: Responding to the Needs of All Students. They presented the iReady Fall and Spring scores in reading and math, attributing the growth in both areas. They finished their presentation with goals for next year that included room shifts that will allow for a dedicated Success Room, UFLI during CORE in Grades 1 and 2, math fact fluency focus in all grades, continued improvement of the systems in place, streamlining processes, and heading into year 2 with consistent administration/office staff.

Principal Anne Sokoloski also presented data from the iReady Fall and Spring scores in reading and math for the students of McKay Creek Elementary. She provided reasons for growth and what the focus will be for the 2025-26 school year. She spoke about the behavior data broken down by month, grade, and the type. Closing out the presentation was a list of community and family engagement/community partnerships throughout the year.

The last to present their 2024-25 year-end report on their site action plan was Principal Angela Lattin of the Pendleton Early Learning Center. She provided growth factors, accompanied by pie charts and bar graphs, from both the fall and spring. Lattin outlined plans for further improvement in the upcoming year.

All principals were available to answer questions from the Board.

8.2. Certified Staffing Update *Kevin Dinning*

Mr. Dinning provided an update on the number of certified staff who have retired or resigned, as well as the positions filled for the upcoming school year.

8.3. Board Officer Recommendations *Director Keeler*

As the nominating committee representative, Director Keeler recommends that Director Harrison serve as Board Chair and Director Keeler as Vice Chair for the 2025-26 school year.

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

9.1. OSBA Summer Conference – August 8-10, 2025 @ Salem Convention Center

9.2. Board Retreat – August 6, 2025 *Board Chair*

10. **Future Meetings** *Board Chair*

10.1. Agenda Items for Next Board Meeting

11. **Board Member Comments** *Board Chair*

On behalf of the Board, Vice-Chair Harrison presented Kevin Headings with a token gift as this is the last meeting of his tenure with the Pendleton School District.

12. **Adjournment** *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 7:26 p.m.

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Patrick Gregg, Board Chair

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Kevin Headings, Superintendent

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Ronda Thornburg, Executive Secretary

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Date