

**MINUTES**  
**Pendleton School District 16R Board of Directors**  
**WORK SESSION**

March 4, 2025

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

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**Present:** Patrick Gregg, Chair  
Beth Harrison, Vice-Chair  
Jill Pace  
Mason Murphy  
Anne Keeler  
Matt Yoshioka, Director of Curriculum, Instruction, and Assessment  
Michelle Jones, Director of Business Services  
Julie Smith, Director of Special Programs  
Kevin Dinning, Director of Human Resources  
Kevin Headings, Superintendent  
Ronda Thornburg, Executive Secretary

**Absent:** Ryan Lehnert (without prior notice)  
Preston Eagleheart (without prior notice)

The meeting was in person and offered virtually.

NOTE: Documents walked in this morning will be uploaded to BoardBook.

**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/Video Recorded**

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

**2. Sports and Extracurricular Activities** *Michelle Jones*

At the board's request, Michelle Jones presented a breakdown of extracurricular activities by school, season, activity, number of coaches/mentors, student participation, total staffing costs, transportation costs, and revenue received (participation fees, entry fees, and OSAA State travel reimbursement).

**3. Policy – First Reading** *Julie Smith*

**3.1. JHCD & AR - Medications**

**3.2. Delete JHCD/JHCDA & AR - Medications**

The above-listed policy and AR were presented for initial review and first reading.

The major change is the inclusion of short-acting opioid antagonists due to legislative changes from House Bill 2002 and 2395 passed in the 2023 Legislature and Senate Bill 1552 in the 2024 Legislature affecting statute in ORS 339.855-339-871 and rules on administration of medication in OAR 581-021-0037.

**4. Enrollment Report** *Kevin Headings*

Kevin Headings presented the March 3, 2025 enrollment.

## 5. Action Items

### 5.1. Business Services *Michelle Jones*

#### 5.1.1. Approve February 28, 2025 Financial Report

Mrs. Jones presented the February 28, 2025 financials.

Expenditures and revenue for February are within expectations.

Director Murphy motioned that the February 28, 2025, financial report be approved as presented.

Director Harrison seconded. Motion carried unanimously.

#### 5.1.2. Approve Grants

Mrs. Jones presented the following grants for approval:

Pendleton City Club	
PHS Track – Program Donation	\$750
PHS Football – WOU Football Camp Scholarship	\$750
Altrusa International Foundation of Pendleton	
McKay/Emma Norquist – Purchase Recorders	\$334.75
PHS/Emily Muller-Cary – Music Trip to Disneyland	\$350
SMS/Fred Wolotira – Tennis Windscreen	\$1000
Education Foundation of Pendleton	
PHS/Andrew Sneed – AP Biology Trip to the Coast	\$4800
SMS/Carly Elder – Drama Club to Opera House	\$573.21
Washington/Jan Zaugg – Support for Young Authors	\$1850
PHS/Emily Cary – Music Dept Disneyland Performance	\$3000

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

### 5.2. Human Resources *Kevin Dinning*

#### 5.2.1. Approve Personnel Report

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

<b>NEW HIRE</b>	Classified	Megan Hill	Paraprofessional	McKay
		Paula Johnson	Paraprofessional	SMS
<b>RESIGNATION</b>	Certified	Meghan Hoyt <i>(Effective 6/9/2025)</i>	Kindergarten Teacher	PELC
		Kalean Heath <i>(Effective 2/5/2025)</i>	Special Education Teacher	PELC
		Zoe Reeder <i>(Effective 6/9/2025)</i>	Ag/FFA Teacher	PHS
<b>EXTRA DUTY</b>	Volleyball	Jodi Primus	Head Coach	PHS
		Christine Lomsky	Head Coach	SMS
		Wells Jones	Head Boys Coach	PHS
		Curran Holdman	Assistant Coach	PHS
	Track	Michael Swanson	Head Coach	SMS
		Bethany Van Cleave	Assistant Coach	SMS
		Ian Rivera	Assistant Coach	SMS

		Hailey Stuvland	Assistant Coach	SMS
		Bill Aney	Assistant Coach	PHS
		Nicole Bowden	Assistant Coach	PHS
		Jason Campbell	Assistant Coach	PHS
		Kirk Case	Assistant Coach	PHS
		Maddy Naughton	Assistant Coach	PHS
		Chris Thatcher	Assistant Coach	PHS
	Softball	Joshua Grass	Assistant Coach	PHS
		Jim Newland	Assistant Coach	PHS
		Delanie Kohr	JV Head Coach	PHS
	Baseball	Aaron Schmidt	JV Coach	PHS
		Kyler Eckman-Lunny	JV2 Coach	PHS
		Wes Armstrong	Assistant Coach	PHS
<b>VOLUNTEER</b>	Tennis	Douglas Triebelhorn	Coach	SMS
		Tara Fleshman	Coach	SMS
		Cary Ford	Coach	SMS
		Lisa Ward	Coach	SMS
	Track	Amy Martin	Coach	PHS
	Softball	Madison Parker	JV Coach	PHS
	Golf	Fred Phillips	Boys Coach	PHS
		Erik Davis	Boys Coach	PHS
		Nels Nelson	Girls Coach	PHS
	Baseball	Brett Swanson	Coach	PHS
		Tommy Lane	Coach	PHS
		Travis Zander	Coach	PHS
		Ian Rivera	Coach	PHS

Director Murphy motioned that the personnel recommendations for the March 4, 2025 work session be approved as presented. Director Harrison seconded. Motion passed unanimously.

#### 5.2.2. Approve 2025-26 Contract Recommendations

Mr. Dinning presented the 2025-26 contract status report for consideration and action.

#### Contracted Teachers

##### 2 Year Extension

##### 2025-26; 2026-27

Carol Aldrich	Jen DeGrofft	Rachele Johnson	Linzie Noble	Stephanie Smith
Matthew Baty	Chris Demianew	Kimberley Jones	Emma Norquist	Andrew Sneed
Michael Bittorf	Karen Demianew	Makayla Jones	Annalise Oertwich	Justin Speer
Danielle Blanc	Jill Deutz	Shawndine Jones	Emilee Oja	Bailey Sorey
Katie Bodewig	Andrea Dinkel	Angela Kaseberg	Eric Oja	Wendy Sorey
Serena Bontemps	Jacey Dirisu	Enes Kaplanovic	Shannon O'Rourke-Hudson	Jessica Stephen
Angela Bork	Erin Donnelly	Richard Kelm II	Madison Parker	K. Nicole Stewart
Donna Bostwick	Aileen Edmonds	Delanie Kohr	Andrea Paulsen	Madeline Stuvland
Haley Bradley	Carly Elder	Holly Krokosz	Christopher Perkins	John Summerfield
John Bradt	Diana Ellis	Sally Ladd	Wendy Phillips	Michael Swanson
Jacquelyn Brown	Rebecca Emmons	Jessica Lambert	Amy Pitner	Patti Thorne
Michelle Cain	Hunter Erwin	Jaime Larsen	Alexa Pond	Mary Thouvenel
Jason Campbell	Nichole Erwin	Katelen Leighty	Whitney Porter	Shelby Torgeson
Kirsten Campbell	Samantha Erwin	Nicholas Leonard	Abbey Prevot	Stacy Tubbs Hansen

Marty Campbell	Timothy Foster	Sarah Leonard	Kristyn Rangel	Amy Umbarger
Laurie Cameron	Sarah Gaulke	Tiffanee Lewis	Kimberly Richards	Bethany Van Cleave
Kaden Clark	Miriah Golter	Joshua Linehan	Ian Rivera	Danielle Vietenheimer
Andrew Cary	Katie Goad	Joshua McGraw	Lisa Roberts	Nancy Vert
Timothy Cary	Aimee Gunter	Noele Mead	Marguerite Robinson	Khadija Wagner
Kirk Case	Tad J Haguewood	Melissa Monkman	Evan Rummerfield	Makenna Watkins
Hollie Chay	Kathryn Hall	Cynthia Moran	Annette Russo-Bittorf	Holly Whitten
Jill Clark	Trevor Hancock	Mitch Morioka	Samantha Sanders	Christina Williams
Shelby Cook	Michelle Herburger	Emily Muller-Cary	Kate Samp	Taylor Wilson
Jess Cooper	Krysten Horn	Julie Murphy	Richard Scheibner	Shellie Wyss
Lisa Cope	Sherry Hubbard	Ron Murphy	Aaron Schmidt	Sarah Yoshioka
Jenny Corey	Jolene Hudson	Brittany Mustoe	Erica Schmidt	Kathryn Youngman
Erik Davis	Kenneth Jacobs	Athena Nelson	Laetitia Schreier	Travis Zander
Jody Davis	Randy Jenness	Deena Nelson	Bridget Schultz	Brian Zimmerman
Maria Davis	Brian Johnson	Taylor Nelson	Bailey Sitts	

Director Murphy motioned that the recommended contract status report for the 2025-26 school year be approved as presented. Director Pace seconded. Motion passed unanimously.

#### 6. **Agenda Items for Future Work Sessions** *Board Chair*

Potential topics suggested:

April: OSBA Professional Development

May: After School Programs, Facilities

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

Kevin Headings has a call in to Vince Adams at OSBA to see what options are available.

#### 7. **Suggestions and Comments from Visitors** *Board Chair*

No suggestions or comments.

#### 8. **Information**

##### 8.1. **First Student, Inc. Update** *Matt Yoshioka*

Nothing to share at this time.

##### 8.2. **Classified Employee Week – March 3 – 7, 2025** *Kevin Dinning*

Mr. Dinning read a proclamation.

#### 9. **School Visit Reports**

Adopt-A-School Assignments:

PELC – Mason Murphy

McKay – Ryan Lehnert

Sherwood – Jill Pace

Washington – Beth Harrison

SMS – Anne Keeler

PHS/Hawthorne – Preston Eagleheart

All Schools – Patrick Gregg

Director Keeler spoke with Piper Kelm at SMS regarding the transition to a new administrator in the fall. Building maintenance is overwhelming. New scoreboards improved the look of the gym.

Director Harrison is involved with the Battle of the Books at Sherwood, which is a first for them. She appreciates community members, teachers, and librarians who make the extra time for extra activities for students.

Chair Gregg observed the Battle of the Books at Washington, noting it is super well run. He has been at PHS more this winter and was on the panel of a mock trial. Chris Perkins, Civics Teacher, is hoping for growth of this club. Overall, it was a positive experience.

**10. Adjournment** *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 8:27 a.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