

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

October 14, 2024

6:00 p.m. | Boardroom and Virtual | 107 NW 10<sup>th</sup> Street, Pendleton, OR 97801

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**Present** Patrick Gregg, Chair  
Beth Harrison  
Preston Eagleheart (virtual)  
Anne Keeler  
Ryan Lehnert  
Michelle Jones, Director of Business Services  
Julie Smith, Director of Special Programs  
Kevin Dinning, Director of Human Resources  
Ronda Thornburg, Executive Secretary  
Kevin Headings, Superintendent

**Absent:** Vacant Position #3  
Mason Murphy (with prior notice)  
Matt Yoshioka, Director of Curriculum, Instruction, and Assessment (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 Recorded**

Chair Gregg stated that this meeting is being audio recorded.

**2. Approve School Board Meeting Minutes** *Board Chair*

Director Harrison motioned that the minutes of the September 3, 2024 Work Session and the September 16, 2024 Regular Board Meeting be approved as presented. Director Keeler seconded. Motion carried unanimously.

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

Director Keeler motioned to approve the October 14, 2024 Regular Board Meeting agenda as presented. Director Harrison seconded. Motion carried unanimously.

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

No correspondence.

**5. Reports**

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

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

Cathy Walters, PAT President, read a letter with concerns and urgency about improving working and learning conditions. The certified and classified staff will focus their combined efforts this year on bringing awareness of the challenges and problems faced on a daily basis, hoping to find solutions together.

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

Tammy Hillmick, OSEA President, focused on the safety of students and staff in the first 27 days of school. Pictures of injuries were provided to the board. She gave statistics on radio calls and calm-down corral visits.

### 5.1.3. Division 22 Assurances *Julie Smith*

By November 1 of each year, school district superintendents are required by OAR 581-022-2305: District Assurances of Compliance with Public School Standards to report to their community on the district's status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

Julie Smith, Director of Special Programs, presented the Pendleton School District Report on Compliance with Public School Standards for the 2023-24 School Year.

#### Division 22 Standard Waivers for 2023-24

- 581-022-2115(3) Assessment of Essential Skills:
  - Essential Skills Graduation Requirements are waived for students graduating through the 2027-2028 school year.
  - Note: Local Performance Assessment requirement in Section (2) remains in effect.
- 581-022-2130 Community Informed Information Gathering Process at Kindergarten
  - Districts will not be required to report on this rule until pilot has concluded.

The Pendleton School District was in compliance with all Division 22 requirements for the 2023-24 school year.

The report will be posted to the district website by November 1.

Pendleton School District will submit assurances to the Oregon Department of Education by November 15.

## 5.2. **Goal 2 – Responding to the Needs of All Students**

### 5.2.1. PL874/Indian Education Issues *Jaimie Crane*

No report.

### 5.2.2. Sodexo Report *Suzanne Howard*

The year has started great. They are fully staffed, adding a few menu options and making more vegetable items from scratch. How breakfast is served at Washington and Sherwood was changed, making it quicker and not using as much instructional time in the classroom.

### 5.2.3. Enrollment Report *Kevin Headings*

Kevin Headings presented the October 1, 2024 enrollment report.

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

## 5.4. **Goal 4 – The Pendleton Brand**

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

Chair Gregg welcomed the visitors. Each visitor sharing comments is limited to three minutes, and be aware that the board is here to listen, not respond during the meeting.

Visitor: Samantha Starkweather

Address: refused to provide their address

Topic: IEP, 504, Safety Plan

Visitor: Tony Duncan

Address: refused to provide their address

Topic: assaults on busses

## 7. Action Items

### 7.1. Superintendent *Kevin Headings*

#### 7.1.1. Policies & ARs – Second Reading and Adoption

- 7.1.1.1. AC – Nondiscrimination
- 7.1.1.2. BBF – Board Member Standards of Conduct
- 7.1.1.3. CB – Superintendent
- 7.1.1.4. CBC – Superintendent’s Contract
- 7.1.1.5. CBG – Evaluation of the Superintendent
- 7.1.1.6. CCG – Evaluation of Administrators
- 7.1.1.7. EBBA – Student Health Services
- 7.1.1.8. EBBAA – Infection Control and Bloodborne Pathogens
- 7.1.1.9. EBBB – Injury or Illness Reports
- 7.1.1.10. EBC – Emergency Plan and First Aid
- 7.1.1.11. EBCA – Safety Threats
- 7.1.1.12. EBCB – Emergency Procedure Drills and Instruction
- 7.1.1.13. GBEB & AR – Communicable Diseases in Schools
- 7.1.1.14. GBN/JBA – Sexual Harassment
- 7.1.1.15. GCDA/GDDA – Criminal Records Checks and Fingerprinting
- 7.1.1.16. JBA/GBN – Sexual Harassment
- 7.1.1.17. JH – Student Welfare
- 7.1.1.18. JHCA/JHCB – Immunization and School Sports Participation
- 7.1.1.19. JHCCF – Pediculosis (Head Lice)

After discussion, it was agreed upon that Policy JHCCF be tabled to get further clarification, as requested by Director Lehnert. Director Harrison moved to approve the above-listed Policies and ARs as presented, with the exception of Policy JHCCF. Director Lehnert seconded. Motion carried unanimously.

#### 7.1.2. Policy – Deletion

- 7.1.2.1. EBBA-AR – First-Aid, Infection Control
- 7.1.2.2. EBC/EBCA – Emergency Procedures and Disasters Plans
- 7.1.2.3. GBEB – Staff – HIV, AIDS, and HBV
- 7.1.2.4. GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting
- 7.1.2.5. JHC – Student Health Services and Requirements
- 7.1.2.6. JHCC & AR – Communicable Diseases – Students
- 7.1.2.7. JHCCA – Students - HIV, HBV, And AIDS
- 7.1.2.8. JHCCF-AR – Pediculosis (Head Lice)

After discussion, JHCCF-AR will also be tabled.

Director Lehnert moved to approve the deletion of the above-listed existing policies and administrative rules except JHCCF-AR. Director Keeler seconded. Motion carried unanimously.

### 7.2. Business Services

#### 7.2.1. Approve September 30, 2024 Financial Report

Mrs. Jones presented the September 30, 2024 financials.

**Expenditures:**

Expenditures for the month of September are within expectations. The monthly/actual expenditures under the Equip/Replacement are for asbestos HVAC re-pipe on a portion of PELC, water heater replacement at PHS, and ventilation system in Gold Gym to prevent warping of the gym floor.

**Revenues:**

Revenues for the month of September are within expectations. As of September 30, the District has expended and received all ESSER funds that were allocated due to the COVID-19 pandemic.

Director Harrison motioned that the September 30, 2024 financial reports be approved as presented. Director Lehnert seconded. Motion carried unanimously.

**7.2.2. Approve Grants**

Mrs. Jones presented the following grant for approval with a note that the science grant should be for PHS, not SMS.

OSTA/DIACK Ecology Education Program	
SMS/Chris Demianew – Macroinvertebrate equipment	\$3007.76
Buckaroo Baseball Club Inc.	
PHS Baseball – Program donation/spring break tournament	\$21,000
Pendleton Wrestling Club	
PHS Wrestling – Team gear for wrestling program	\$5000

Director Harrison motioned the grant be approved as presented, and a letter of appreciation be sent to each agency. Director Keeler 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.

<b>New Hire</b>	Contract	Raymond Fox	TAPP	Sunridge
<b>Retirement</b>	Certified	Cary Wasem-Varela (Effective 12/21/2024. Contract back to 6/9/2025)	ELD Program Specialist	District
	Confidential	Diana Van Epps (Effective 12/1/2024)	Human Resources Assistant	District Office
<b>Rescind</b>	Basketball	Ammarae Broncheau	Assistant JV2 Girls Coach	PHS

Director Keeler motioned the personnel recommendations for the October 14, 2024, regular board meeting be approved as presented. Director Harrison seconded. Motion carried unanimously.

**8. Information**

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

9.1. OSBA Fall Regional Legislative Roadshow – October 24, 2024 at 6:00 p.m.  
Held at the Pendleton Convention Center

9.2. OSBA Annual Convention – November 8-9, 2024

Directors Eagleheart, Lehnert, and Harrison will attend with Kevin Headings in Portland, OR.

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

- 10.1. Agenda Items for Next Board Meeting  
Follow up on the head lice policy.  
Continue on safety concerns.

The November regular board meeting on November 18 will be at the Nixyaawii Education Center.

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

**12. Adjournment** *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 6:36 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

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