

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

September 15, 2025

6:00 pm | District Office and Virtual | 107 NW 10th Street, Pendleton, OR 97801

Present: Beth Harrison, Board Chair
Ryan Lehnert
Jill Pace
Ryan DeGrofft
Mason Murphy
Anne Keeler, Vice Chair
Patrick Gregg
Kevin Dinning, Director of Human Resources
Michelle Jones, Director of Business Services
Ronda Thornburg, Executive Secretary
Michelle Jensen, PhD, Superintendent
Matt Yoshioka, Director of Curriculum, Instruction, and Assessment

Absent: Julie Smith, Director of Special Programs (with prior notice)

The meeting was in person and offered virtually.

1. Opening and Call to Order *Board Chair*

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 and Video Recorded

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

2. Approve Board Agenda *Board Chair*

Director Keeler motioned to approve the September 15, 2025 Regular Board Meeting agenda. Director Gregg seconded. Motion carried unanimously.

3. Consent Agenda *Board Chair*

3.1. Board Meeting Minutes

August 4, 2025 Work Session

August 11, 2025 Regular Board Meeting

3.2. August 31, 2025 Financial Report

Expenditures for August are usual, customary, and in line with the month/year budget projections.

Revenue for August is in line with current budget projections.

3.3. Human Resources Report

NEW HIRE	Classified	Eric Spletstoser	Paraprofessional	PHS
RESIGNATION	Classified	Makenna Koch	Paraprofessional	PHS
		Tegan KanEaster	Night Custodian	PHS
TEMPORARY CONTRACT		Gita Webster (Coverage for 30 extra days)	Aug 21, 2025-June 9, 2026	
		Karen Smith (Coverage for 20 extra days)	Aug 21, 2025-June 9, 2026	
		Jan Levy (Coverage for 10 extra days)	Aug 21, 2025-June 9, 2026	
EXTRA DUTY	Volleyball	Ian Rivera	Team C Coach	SMS
		Michael Swanson	Team C Coach	SMS
VOLUNTEER	Track/XC	Devin Vanquero	Coach	PHS

Director Murphy motioned to approve the September 15, 2025, Consent Agenda as presented. Director Gregg seconded. Motion carried unanimously.

4. Recognition & Good News *Superintendent*

4.1. First Days of School

Superintendent Jensen shared that Pendleton School District has a strong start to the 2025 school year! She showed pictures from around the district, shared voices from students, staff, parents and attendance highlights. The stories remind us of the joy, commitment, and focus happening across our schools. A huge shout-out to more than 40 students who volunteered in the 1910 Room during the Pendleton Round-Up. Students had a hands-on experience they couldn't get anywhere else and earned a \$ 5,000 donation for the Foods Program.

4.2. Baseball Team

Congratulations to the 2025 OSAA 4A Baseball State Champions! Coach Justin Speer introduced the members of the coaching staff and team who were in attendance, speaking about the team culture, and their unselfish attitude, which is 'it's not about me, it's about we.' He concluded by expressing his appreciation for the support and recognition of the team at the board meeting.

5. Board Communications *Board Chair*

5.1. Pendleton Association of Teachers *PAT Representative*

Stephanie Smith was there to listen.

5.2. Oregon School Employees Association *Tammy Hillmick*

Tammy Hillmick introduced herself, who makes up the PSD OSEA executive team, and spoke of the work the classified employees do in the schools. An ongoing concern is student and staff safety.

5.3. PL974/Indian Education *Kendall Rosario*

No report.

6. Public Comment *Board Chair*

No comments.

7. Superintendent's Report

Goal #1 – Pursuit of Instructional Excellence

Includes a two-day orientation for new staff, core learning, building-level mentors, REN Mentors (Year 1 teachers), and GROW new teacher training (optional, strongly encouraged).

Goal #2 – Be responsive to the Needs of All Students

Calming corners are available for students who may need a reset.

Goal #3 - Innovative & Emerging Practices

Adjustments were made at one school, resulting in fewer radio calls interrupting instruction time. Administration covering a classroom while a teacher is 1:1 with a student of concern.

Goal #4 – Maintain the Pendleton Brand

Washington Elementary grade 4 students have a round-up where the directors come out and help put on a rodeo. It's a celebration of who we are. There is a bigger social media presence telling "our story."

8. Reports & Discussion

8.1. Nixyaawii Community School (NCS) Staff *Michelle Jensen*

As per the charter agreement, the NCS staff and their qualifications are presented to the PSD Board of Directors annually.

Nixyaawii Community School Staff Qualifications
as of 8/19/2025

Name	Title	Qualifications	Assignments
Brandsen, Zack	Teacher	BS Economics and Social Sciences; Oregon Emergency Teaching Licensure	Subjects taught: World History, US History, Government, Economics, Philanthropy
Grace Thomas, Christina	Teacher	BS, MA Educational Leadership, CTE Endorsed	Success 101, Intro to Education, Intro to Business, Business Computing
Harrison, Nicci	Teacher	BA, MA Secondary Education	ELA
Meyer, Amanda	Teacher	BS, MA, Secondary Education	Math
Heinrich, Ryan	Principal	BS Science; Masters Education; Continuing Administrator Licensure	Principal
Kennedy, Jewel	Teacher	MTE (Master Teacher Educator), Bachelors of Science, major in biology, minor in Chemistry, endorsed in integrated science and biology	Subjects taught: Physical Science, Biology, Integrated Science, Forensic Science, Anatomy, Chemistry
Noisey, Aaron	Teacher	BS Elementary Education	PE, Health, T and C, Freshmen Connection
Zubiria, Alison	Teacher	BS and MA in Education/K-8 with Math	Algebra 1, Success 201/Careers/Aspire, Pre-Algebra

8.2. Suicide Prevention Month *Julie Smith*

September is Suicide Awareness Month. We are taking the opportunity to share the procedures, process, and practices the district takes to provide suicide, how we respond when a student is in crisis, and respond when there has been a death by suicide.

8.3. Integrated Plan *Julie Smith & Matt Yoshioka*

The 2024-25 Integrated Plan Annual Report was presented to the Board of Directors by Matt Yoshioka, Director of Curriculum, Instruction, and Assessment

Last year was the second year of implementation of the Integrated Plan, which incorporates education and funding initiatives of High School Success, Student Investment Account, Early Indicator and Intervention Systems, and Early Literacy Success. The plan also connects to our Career and Technical Education plans and Federal School Improvement for Comprehensive or Targeted Supports. Plans are approved on a two-year cycle

and written for a four-year cycle. The Oregon Department of Education (ODE) requires districts to report progress on the plan to the school board and to ODE annually each fall. Additionally, we submit our progress report to ODE Education quarterly.

Mr. Yoshioka was available for questions.

9. Board Business – Action Items

9.1. Superintendent Michelle Jensen

9.1.1. Approve OSAA Cooperative Sponsorship – Pilot Rock High School (Dance & Drill)

Pilot Rock School District has a small number of student-athletes who are interested in joining a dance and drill team. Pilot Rock High School and Pendleton High School are applying for a Cooperative Sponsorship on a one (1) year agreement in dance and drill team for the 2025-26 school year. No negative impacts have been identified for either school at this time. The agreement may be renewed by mutual agreement for successive years as long as it is mutually beneficial to the student-athletes at both schools and does not impact classification considerations for Pendleton High School.

Director Gregg motioned to approve the OSAA Cooperative Agreement between Pilot Rock High School and Pendleton High School in Dance and Drill Team for the 2025-26 school year. Director Pace seconded. Motion carried unanimously.

9.1.2. Policy – Second Reading and Adoption

OSBA requires the following policy be adopted by local school boards.

- JFCEB – Personal Electronic Devices

Director Pace motioned to approve the above-listed policy as presented. Director Murphy seconded. Motion carried unanimously.

9.2. Business Services Michelle Jones

9.2.1. Approve Resolution 2026-03 Supplemental Budget & Appropriation

Resolution 2026-03 increases the appropriated/adopted Special Revenue budget to account for an increase in Federal Title grant funding.

<u>Requirements</u>	<u>Original Budget</u>	<u>Increase</u>	<u>New Budget</u>
Special Revenue Funds			
1272 Title IA/D – Appropriated	\$1,160,000	\$40,000	\$1,200,000
Total Special Revenue Funds – Appropriated	\$12,882,525	\$40,000	\$12,922,525
Total Special Revenue Funds - Adopted	\$12,882,525	\$40,000	\$12,922,525
Total Appropriations	\$75,255,586	\$40,000	\$75,295,586
Total Adopted Budget	\$76,070,586	\$40,000	\$76,110,586
<u>Resources</u>	<u>Original Budget</u>	<u>Increase</u>	<u>New Budget</u>
Special Revenue Funds			
Restricted Revenue from the Federal Government through the State – R4500	\$1,160,000	\$40,000	\$1,200,000

Director Murphy moved that Resolution 2026-03 be approved as presented. Director Pace seconded. Motion carried unanimously.

9.2.2. **Approve Surplus Property**

Mrs. Jones recommends the declaration and approval of the surplus property as listed below:

3750 High School Library Reference Books (All printed before 2000)

Director Gregg moved that the above-listed property be declared surplus and approve the disposal and/or sale of. Director Lehnert seconded. Motion carried unanimously.

9.3. **Board** *Board Chair*

9.3.1. **Approve Board/Superintendent 2025-26 Goals**

The 2025-26 proposed goals for the board and superintendent were reviewed, discussed, and fine-tuned at the September 2, 2025, work session.

Director Gregg moved to approve the Board/Superintendent 2025-26 goals as presented. Director Keeler seconded. Motion carried unanimously.

10. **Board Member Comments** *Board Chair*

Comments included liking the new agenda layout and appreciation of the energy brought to the new year. Chair Harrison reminded the board of the OSBA Roadshow at Wildhorse in the Cayuse Room on October 6, 2025 at 6:00 p.m.

11. **Adjournment** *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 6:57 p.m.

Beth Harrison, Board Chair

Michelle Jensen, PhD, Superintendent

Ronda Thornburg, Executive Secretary

Date