

MINUTES
Pendleton School District 16R Board of Directors
WORK SESSION

August 11, 2026

8:00 a.m. | District Office | 107 NE 10th Street, Pendleton, OR 97801

Present: Anne Keeler, Board Chair
Beth Harrison
Ryan Lehnert
Jill Pace
Ryan DeGrofft
Mason Murphy (virtual, arrived at 8:03 a.m.)
Patrick Gregg
Michelle Jones, Director of Business Services
Matt Yoshioka, Assistant Superintendent
Ronda Thornburg, Executive Secretary
Michelle Jensen, PhD, Superintendent

Absent:

The meeting was in person and offered virtually.

1. Opening and Call to Order *Board Chair*

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

2. Behavior Response Guide/Code of Conduct *Michelle Jensen*

This guide is one piece of a larger culture and system shift that the District is working towards. Last year was spent aligning core leaders as teams working on alignment and beliefs around the approach to student behavior. This year, moving from alignment into implementation. The document is a common framework of how to respond to student behavior. This topic will be on every administrator and counselor meeting throughout the year, constantly working on alignment. The real work is about the work that happens around the document. This work is directly connected to Board Goal 2 – High Quality Learning Environment. The goal is not only to respond to behavior more consistently; it is also to create a learning environment where expectations are clear, adults are aligned to one another in how they respond, students feel supported in their learning environment, and every student has an opportunity to engage successfully.

This guide is the next step in the work. It does not eliminate professional judgment or prescribe a consequence for every single behavior. Instead, it gives the leaders a shared way to think about behavior and how to determine the appropriate response. It is designed to be consistent, developmental in nature, trauma-informed, equitable, and focused on teaching and restoring students into a school community.

The foundational work started in another district, and we did intentionally make it Pendleton. There is a glossary defining what is meant in the document. Rebecca Marshall will be developing the next layer of work through ongoing professional development collaboration through PLCs.

The goal is not just to reduce discipline instances; it is really to create environments where students know what is expected, adults respond predictably and appropriately, and behavior is really treated as an opportunity to learn and grow so teachers can focus on teaching and students can focus on learning.

3. Review Parliamentary Procedures *Chair Keeler*

As part of Board development, Chair Keeler sent a video/webinar, Order in Action: Parliamentary Essentials for Oregon School Boards, ahead of time for the Board to watch on their own time. She asked them to consider a couple of takeaways the Board could benefit from implementing and to be prepared to discuss them. After discussion, Chair Keeler thanked the Board for participating.

4. Board Self-Evaluation Discussion/Goals *Chair Keeler*

Chair Keeler prepared an interactive survey to establish a baseline of how the Board is currently operating, using the OSBA self-evaluation packet. Results were captured unanimously. Each member gave a rating for the 11 Standards followed by a ranking of how the Board should address each Standard. This exercise will inform future Board work.

5. Committee Membership & Schedules 2026-27 *Chair Keeler*

A discussion among members was held about which committee(s) they would like to serve on during the 2026-27 school year. Strategic Planning, Long Range Planning, and Policy Committees are new this year. These committees will report to the Superintendent, who will report to the Board.

6. Policies – First Read *Michelle Jensen*

6.1. AC – Nondiscrimination and Civil Rights

6.2. JEBA-AR – Early Entrance

There are minor edits to align with the restructuring of the Pendleton School District administration.

7. Policies – First Read *Michelle Jones*

7.1. DBEA – Budget Committee

House Bill 4066 modifies the requirement requiring a member of the educational equity advisory committee to serve on the District's budget committee.

7.2. EBB – Integrated Pest Management

House Bill 2684 (2025) added some new requirements to law for Integrated Pest Management requirements.

8. Building Administrative & Secretarial Assignments *Matt Yoshioka*

Mr. Yoshioka presented the building administrative and secretarial assignments for the 2026-27 school year. Financial agencies require documentation for all personnel with fiscal responsibilities within the District.

Building	Principal	Assistant Principal	Secretaries
Pendleton Early Learning Center (PELC) 541-966-3300	Angela Lattin		Lori Curtis, Secretary III
McKay Creek Elementary 541-966-3000	Anne Sokoloski		Leslie Gard, Secretary III
Sherwood Heights Elementary 541-966-3050	Mindy Barron	Frannie Hall	Amy Kline, Secretary III Rhonda Daggett, Secretary II
Washington Elementary 541-966-3552	Heidi Paullus	Rachael Olson	Nora Rivera, Secretary III Andrea Jackson, Secretary II
Sunridge Middle School 541-966-3412	Angie Horton	Doug Gunter	Nicole Kuza, Secretary III Brittany Ware, Bookkeeper I Stacey Nelson, Counseling Secretary III
Pendleton High School 541-966-3804	TJ Presley	Curt Thompson	Shelby McQuinn, Secretary III Marti McGraw, Bookkeeper I

		Mike Somnis, Athletic Director	Micki Zander, Athletic Secretary Brianna Voorhies, Secretary II Renee Moore, Counseling Secretary III
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9. Review Agenda – August 17, 2026 Regular Board Meeting *Board Chair*

No questions.

10. Public Comment *Board Chair*

No comments.

11. Adjournment *Board Chair*

Chair Keeler shared that if any member has follow-up questions or comments, post-it notes are provided to write them down and place them on the big paper on the wall. There is a plan to address all of them and communicate to everyone.

With no further business brought forward for the good of the order, the meeting adjourned at 10:17 a.m.

Anne Keeler, Board Chair

Michelle Jensen, PhD, Superintendent

Ronda Thornburg, Executive Secretary

Date