

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

September 8, 2026

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

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**Present:** Anne Keeler, Board Chair  
Beth Harrison  
Ryan Lehnert  
Jill Pace  
Ryan DeGrofft  
Patrick Gregg  
Michelle Jones, Director of Business Services  
Matt Yoshioka, Assistant Superintendent  
Ronda Thornburg, Executive Secretary  
Michelle Jensen, PhD, Superintendent

**Absent:** Mason Murphy (without prior notice)

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. Piper Sandler** *Michelle Jones*

Carol Samuels and David Williams, Managing Directors of Piper Sandler, attended via Zoom regarding Pension Obligation Bonds: Presentation to Pendleton School District 16R. Their presentation included an overview of Pension Obligation Bonds (POBs), timing, Side Accounts (SAs), how they work, expected value, and PERS historic investment performance. The bottom line is SAs and POBs introduce more volatility for borrowers; volatility can cause cash flow issues, even when savings are positive; debt structure is important: consider shortening debt maturity relative to expiration date of SA; other tailoring based upon anticipated payroll growth may be prudent; and holding reserves is crucial. They provided a Pendleton SD pension bond example that included existing pension bonds, borrowing rates, investment scenarios considered, sensitivity analysis summary, and a new side account comparison. Steps to a POB can take 9-12 months from start to finish. Most fees do not take effect until and unless bonds are sold. A potential timeline was provided. Concluding thoughts: assessment results suggest achieving success with POB is potentially within reach; current interest rates are higher than assessed levels but may decline should national and international events stabilize; given the long lead time on a POB issue, it may make sense to get ready and wait for market conditions to improve. Carol and David were available to answer questions from the Board.

**3. Community Engagement** *Board Chair, Mark Mulvihill*

Due to time constraints, this agenda item is postponed to a later work session.

**4. Policies – First Read** *Michelle Jensen*

**4.1. BBAA – Board Member’s Authority and Responsibilities**

Clarifies that individual Board members have authority to act on behalf of the Board only when authorized by the full board and may not independently direct staff, intervene in district administration, or act on complaints. It also outlines Board members' responsibilities related to records requests, legal advice, confidentiality, mandatory reporting, ethics, public meeting law, and compliance with applicable laws and district policies.

4.2. **BD – Board Meetings, Notices and Communications**

Establishes the definitions, quorum requirements, meeting types, notice and communication expectations, and public notice requirements governing Board meetings and official Board business.

4.3. **BDC – Executive Sessions**

Outlines the circumstances and procedures under which the Board may meet in executive session, including confidentiality requirements and compliance with applicable law.

4.4. **BDD – Board Meeting Procedures**

Establishes the procedures for conducting Board meetings, including agendas, order of business, public participation, voting, and the orderly conduct of meetings.

4.5. **BDDG – Recordings and Minutes of Board Meetings**

Establishes requirements for the recording, preparation, approval, retention, and public availability of official Board meeting minutes and recordings.

4.6. **CBA – Qualifications and Duties of the Superintendent**

Cleans up language about the functions/duties of the Superintendent.

4.7. **CBG – Evaluation of the Superintendent**

OAR 581-022-2405 requires districts to adopt and implement personnel policies which address evaluation procedures. Language change regarding a required notice before meetings discussing the Superintendent and their performance.

4.8. **KL – Public Complaints**

4.9. **KL-AR(1) – Public Complaint Procedure**

Establishes the Board's policy for addressing public complaints and separates the policy from the Administrative Regulation outlining the Public Complaint Procedure.

4.10 **KNA – Immigration Enforcement on District Property**

4.11 **KNA-AR(1) – Interactions with Immigration Enforcement**

4.12 **KNA-AR(2) – Federal Immigration Enforcement Request Log**

House Bill 4079 (2026) requires districts to adopt a policy for providing notice when a federal immigration authority is confirmed to have entered school property for immigration enforcement. This policy must be consistent with applicable model policies published by the Attorney General as provided by ORS 180.810.

5. **Policies – First Read** *Matt Yoshioka*

5.1. **GBA – Equal Employment Opportunity**

Updates language to be more specific about hiring practices for veterans and servicemembers.

5.2. **GBA-AR – Veteran and State Servicemember Preference**

Updates language to be more specific about hiring practices for veterans and servicemembers and lines out some recommended practices in the hiring process.

5.3. **GBN/JBA – Sexual Harassment**

Title IX Coordinator name and contact information updated, as well as some language regarding required communication to those individuals involved in an active investigation.

5.4. GCBDA/GDBDA-AR(1) – Family and Medical Leave

Cleans up language around employment timeline calculations in determining eligibility for medical leave. Condenses some of the language around OFLA eligibility qualifications, expands other areas in determining eligibility for FMLA. Expands the eligibility for veterans and servicemembers.

5.5. JBA/GBN – Sexual Harassment

Title IX Coordinator name and contact information updated, as well as some language regarding required communication to those individuals involved in an active investigation.

6. **Review Agenda – September 21, 2026 Regular Board Meeting** *Board Chair*

No additions or deletions.

7. **Public Comment** *Board Chair*

No comments.

8. **Information**

8.1. **Open House at Schools** *Board Chair*

Sunridge Middle School is on Wednesday, October 9, 2026.  
Elementary Schools are on Thursday, October 10, 2026.

8.2. **OSBA Regional Roadshow – October 26, 2026 Pendleton Convention Center, 5:30 p.m.**  
Register by October 12, 2026.

8.3. **OSBA Annual Convention – November 12-14, 2026 Portland Marriott Downtown Waterfront**  
Registration opens September 15, 2026.

9. **School Visit Report**

Adopt-A-School Assignments:

PELC – Ryan DeGrofft  
McKay – Beth Harrison  
Sherwood – Pat Gregg  
Washington – Jill Pace  
SMS – Mason Murphy  
PHS – Ryan Lehnert  
All Schools – Anne Keeler

Director Pace was at the AP Bio Lab at PHS.

Chair Keeler visited several classrooms at Washington Elementary and saw a Umatilla Language lesson, a writing lesson, and staff helping a student transitioning back to school. Sunridge Middle School has a quiet start to the year.

10. **Adjournment** *Board Chair*

With no further business brought forward for the good of the order, the meeting adjourned at 9:09 a.m.

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Anne Keeler, Board Chair

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Michelle Jensen, PhD, Superintendent

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Ronda Thornburg, Executive Secretary

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Date