

Minutes of Special and Work Meeting

The Board of Directors Ashland School District

A Special and Work Meeting of the Board of Directors of the Ashland School District was held Thursday, February 28, 2019, beginning at 12:00 PM in the District Office 885 Siskiyou Blvd., Ashland OR 97520.

1. **Call to Order / Roll Check**

Board Vice Chair Eva Skuratowicz called the meeting to order at 12:00. A roll check confirmed that Chair Zeve was absent and all other directors were present. Superintendent Raymond also attended.

2. **HMK Contract**

The Board reviewed the proposed contract between the Ashland School District and HMK Company to perform program management services for implementation of bond-related projects. Directors raised several recommendations and questions, which they discussed in consultation with attorney Thad Pauck, who participated by telephone:

- In sections 2.3 and 6.5 , recommend amending to reflect that the obligation for prompt communication is bi-directional from Program Manager to District and from District to Program Manager.
- In response to a question about indemnity for Acts and Omissions, Mr. Pauck clarified that HMK could only indemnify their own acts. Contractors hired for projects will have individual indemnity clauses for their particular work.
- Section 15.1 – modify by adding a phrase clarifying that the District will comply with public records laws.
- Section 15.7 and others related to payment: board would like to request that the District receives the final report prior to receiving the final invoice, so that completion is accepted by both parties before payment is due.
- Section 15.14(6) Add a phrase clarifying that any student contact by PM or contractors be under the supervision of licensed staff of the District.

Mr. Pauck was asked to summarize these changes to HMK's counsel and a subsequent meeting was scheduled for Monday, March 4 at 1:00 pm if the changes can be implemented by then.

3. **Adjourn**

Vice Chair Skuratowicz adjourned the meeting at 12:40 pm

Submitted by:
Jackie Schad, Board Secretary

Dated for Board Approval: March 11, 2019

Board Chair, Deneice Zeve

Superintendent Kelly Raymond