

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
July 11, 2019  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

**SPECIAL SESSION**

**A. Executive Session**

ORS 192.660(2)(h) — Consider Legal Counsel Concerning Rights and Duties Related to Current or Anticipated Litigation

Board Present:

Erika Lopez, Chair  
Martin Granum\*  
Lisa Allen\*  
See Eun Kim\*  
Yadira Martinez\*  
Mark Watson\*

Staff and Others Present:

Mike Scott, Superintendent\*  
Kona Lew-Williams, Chief Human Resources Officer\*  
Michelle Morrison, Chief Financial Officer  
Jordan Beveridge, Chief Information and Technology Officer  
Adam Stewart, Capital Projects Officer\*  
Val Bokma, Assistant to the Board

\*Attending via speaker phone

Board Chair Erika Lopez called the meeting to order at 12:09 PM, and moved the Board into executive session under ORS 192.660(2)(h) to consider legal counsel concerning the Board's rights and duties related to litigation. Director Jaci Spross was unable to attend the meeting. Several Board and Cabinet members attended via speaker phone.

The Board received and discussed their attorney's recommendations. No action was taken.

Board Chair Lopez moved the Board out of executive session and recessed the meeting at 12:24 PM.

**B. Work Session**

Board Present:

Erika Lopez, Chair  
Martin Granum\*  
Lisa Allen\*  
See Eun Kim\*  
Yadira Martinez\*  
Mark Watson\*

Staff and Others Present:

Mike Scott, Superintendent\*  
Kona Lew-Williams, Chief Human Resources Officer\*  
Michelle Morrison, Chief Financial Officer  
Jordan Beveridge, Chief Information and Technology Officer  
Adam Stewart, Capital Projects Officer\*  
Val Bokma, Assistant to the Board

\*Attending via speaker phone

Board Chair Erika Lopez reconvened the meeting at 12:25 PM. Director Jaci Spross was unable to attend. Several Board and Cabinet members attended via speaker phone.

1. Update Regarding Easement and Dedication Processes

Capital Projects Officer Adam Stewart presented information regarding the types of interagency agreements that are most often required for bond construction projects, focusing on dedication deeds and agreements regarding easements, and outlining the

District's procedures for processing and authorizing these agreements. All dedication deeds or other instruments that convey the ownership of property from the District to another entity require Board approval. However, the Capital Projects Officer, Chief Financial Officer, and Superintendent are authorized to approve easement agreements, which do not convey property ownership.

Director Martin Granum asked that updates regarding easement requests be provided to Board members; and that the District ensure that the review process for easement requests involving the addition of infrastructures or the loss of open space takes into consideration the District's needs, in addition to external requirements.

*The following agenda item was discussed at this time:*

**B.3. Construction Schedule and Update**

2. ACTION: Dedication Deed to City of Hillsboro for 3' along Satellite Transportation / Maintenance Facility Jacobsen Road Frontage

*Note: This item was discussed following agenda item B.3. Construction Schedule and Update*

Capital Projects Officer Adam Stewart asked the Board to approve a right-of-way dedication to the City of Hillsboro for a three-foot strip of land along the Jacobsen Road frontage of the Satellite Transportation / Maintenance Facility site, for "public road, highway, sidewalk and/or similar public purposes." The Board meeting packet includes a copy of the dedication deed and a map, showing the area to be dedicated.

Director Martin Granum MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors authorize the Capital Projects Officer to sign the dedication deed for the property described in Exhibit A and depicted in Exhibit B to the City of Hillsboro. The MOTION CARRIED (6-0).

3. Construction Schedule and Update

*Note: This item was discussed following item B.1. Update Regarding Easement and Dedication Processes*

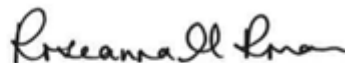
Capital Projects Officer Adam Stewart provided an overview of the construction schedule for bond projects and its impact on community members. In order to complete the summer bond projects on schedule, contractors are working on Saturdays, within the construction hour limitations established by the City of Hillsboro and Washington County.

4. ACTION: Approve Retirement Agreement

Director Lisa Allen MOVED, SECONDED by Director Martin Granum, that the Board of Directors approve the retirement agreement with a District administrator. The MOTION CARRIED (7-0).

**C. Adjourn**

The meeting was adjourned at 12:37 PM.



Approved September 24, 2019