

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION
AGENDA STATEMENT

No. 11 a

MEETING OF February 10, 2021

REVIEWED BY:

ITEM TITLE:

NEW BUSINESS

Motion to approve the sabbatical request for
Todd Henke

Superintendent
 Finance
 Personnel

SUBMITTED BY: Beth Lougee, Superintendent

CONTACT PERSON/TELEPHONE:

APPROVED FOR SUBMITTAL:

Beth Lougee 247-2118

Name

Phone

Superintendent

SUMMARY STATEMENT: The Board is being asking to approve a sabbatical leave for the 2021-2022 school year for Certified Teacher Todd Henke.

ISSUE: KEA Certified Agreement Area 7, Section 8 provides for certified staff to apply for a sabbatical leave. The application procedures provided for therein states, "The KGBSD BOARD has the responsibility for the selection of the teacher(s) to be granted the Sabbatical Leave(s)" after a recommendation is made by both the Superintendent and KEA President. Board Policy 4161.3 outlines the parameters for the provision of sabbatical leaves.

BACKGROUND: Mr. Henke is requesting a sabbatical leave to complete a Building Technology Certificate Program at Bridgerland Technical College. Additionally, Mr. Henke is seeking to complete Luthier Master Course at Utah School of Guitar Making. The proposed outcome of the sabbatical activities is to use the newly acquired skills to add to existing CTE offerings for KGBSD students in these areas, as well as to collect supplementary curricular materials.

RECOMMENDATION:

Approval of the sabbatical request

ATTACHMENTS:

- KEA Certified Negotiated Agreement Area 7, Section 8: Sabbatical Leave
- Board Policy AR 4163.30
- Sabbatical Request Application
- Sabbatical KEA Approval Recommendation
- Sabbatical Request District Approval Recommendation 02/05/2021

FISCAL NOTE:

EXPENDITURE REQUIRED:
\$ 44,094 Salary + \$30,116 Benefits (max.)

AMOUNT BUDGETED:
N/A

RECOMMENDED ACTION:

"I move that the Board of Education approve the sabbatical for Todd Henke for the 2021-2022 school year."

KEA CERTIFIED NEGOTIATED AGREEMENT EXCERPT

SECTION 8 -SABBATICAL LEAVE

A. Eligibility

1. A teacher who has rendered active service for seven or more years in the DISTRICT is eligible for Sabbatical Leave.
2. The proposed program of study must be educationally beneficial to the DISTRICT.
3. The teacher must agree to return to the KGBSD for one full school year following the leave. A teacher who does not serve for at least one full year after his/her return shall refund to the DISTRICT money paid unless his/her failure to serve is attributable to sickness, injury, or death.
4. The amount of Sabbatical Leave available annually will be equal to one academic year. If, in the opinion of the KGBSD there are no applicants that satisfactorily meet the requirements for Sabbatical Leave, the DISTRICT will not grant the leave. If there are qualified applicants, the District will grant a minimum of two sabbaticals every five years. One-half salary will be paid to a teacher for any period that he/she is on DISTRICT approved Sabbatical Leave however; the employee and the DISTRICT may make any other mutually acceptable compensation arrangements.
5. Any teacher applying for Sabbatical Leave must conform to provisions pertaining to Sabbatical Leave as outlined in Article 4, Sabbatical Leave, A.S.L.
6. Any teacher denied a Sabbatical Leave shall be granted two weeks past notification of denial to apply for Leave Without Pay.

B. Application Procedure

1. The teacher must submit an application for Sabbatical Leave to the Superintendent and the ASSOCIATION not later than January 25th.
2. A plan of the proposed study must be submitted with the application.
3. The ASSOCIATION President or his/her designee shall submit their recommendations, if any, to the Superintendent not later than February 15th.
4. The KGBSD BOARD has the responsibility for the selection of the teacher(s) to be granted the Sabbatical Leave(s).
5. Any successful applicant must sign a contract before receiving the benefit.

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Sabbatical Leave

AR 4161.30

Attachments

No attachments.

SABBATICAL LEAVE

1. Leave Available - If there are qualified applicants, the District will grant a minimum of two sabbaticals every five years.
2. Compensation and Benefits - Compensation, while on approved Sabbatical Leave, shall be 1/2 of the appropriate salary placement for the employee, as noted on the teachers' salary schedule. Full benefits will be available for the employee while on the approved leave.
3. Return to District - An employee granted a Sabbatical leave must state his/her intention to return from such leave to the school system. They may advance on the salary schedule only if the leave is professionally or educationally beneficial. |
4. Outside Employment - Teachers will not accept teaching positions in other districts while on leave except with Board approval.
5. Insurance Coverage - Insurance coverage may be continued with proper authorization and upon prepayment of the employees contribution. Insurance coverage, while on leave, shall be available through the district for a maximum of two (2) years.

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
Adoption Date: 10/13/99
Revision Date: 6/23/2010

Todd Henke

13988 North Tongass Hwy
Ketchikan, AK 99901
(907) 220-6253
Todd.Henke@k21schools.org

30th November 2020

Board of Education

Ketchikan Gateway Borough School District
333 Schoenbar Rd
Ketchikan, AK 99901

Board of Education,

Please consider this letter my application to be considered for Sabbatical Leave during the 2021-2022 school year, pursuant to KEA Negotiated agreement, and applicable state statutes. In an effort to be cognizant of your time I am submitting this abbreviated summary of my qualifications, proposed course of study, and the intended outcomes/impact for the school district upon my return. However, if additional information is desired, I would happily supply more information in writing or through a verbal interview.

Qualification

- During my 12 years as an educator, including 7 in the district, I have taught a variety of courses, including Automotive, Metalworking, Welding, Cabinetmaking, Carpentry, Media Production, Yearbook, Drafting, Engineering, Architecture, Computer Science, and even English. In many of these disciplines I have not had experience or knowledge before hand, and have learned right along with the students. Over the years I have become the cliché 'Jack of all Trades', but master of very little. I hope to become more qualified to take students deeper into the vocational subjects our district offers. Enabling me to teach principles with greater confidence, clarity, and accuracy.
- I plan to return beyond the minimum 1 year, and stay in Ketchikan. I am very invested in this community. My wife and I own a local small business (Gold Pan Pizza), our home, two rental properties, and actively participate in a local religious organization. We also have 6 children, 3 of whom are school-aged and are enrolled with the district. These elements root us in this community and commit us to it.

Proposed course(s) of Study

- Building Technology Certificate Program at Bridgerland Technical College. This is a 8-10 month course in which highly skilled and trained instructors guide students through the hands-on construction of a custom home. Building Technology graduates engage in safety, site layout, concrete, framing, interior finishing (including custom cabinets), and exterior finishes.
- Luthier Master Course at Utah School of Guitar Making. This course teaches the art of building custom, handmade acoustic guitars.

Expected Outcomes

- More robust vocational opportunities for our district's students in our Building Construction and Woodworking courses.
 - I will have the skills and course structure to instruct district high school students in the construction of a home from the ground up. Including safety, site layout, foundation systems, framing, interior finishing, roofing, and exterior finishes. I envision changes to the existing curriculum and course delivery allowing students to actually build homes and do remodels (cabin's, tiny homes, etc). I anticipate the course to be financially self-sustaining, and provide students with more holistic and realistic hands-on experience with homebuilding and the construction industry.
 - I will have the skills, knowledge, and project plans to guide students through the process of turning raw lumber into custom, handmade acoustic guitars. Historically wood working students at Kayhi have made such projects as cutting boards, small boxes, toys, and turned pens and bowls. While there is nothing wrong with these projects, I feel introducing a guitar building project to 2nd or 3rd year woodworking students would expose them to an entirely different and often overlooked set of processes and tools. Guitar making is both a science and an art, which collide in the woodshop. The skills learned can lead to lifelong hobbies or careers. A guitar building course may also appear to a wider audience than our traditional woodworking courses do.
- Collect curricular materials for other vocational courses
 - I anticipate the ability to collect additional course curricular materials from Bridgerland Technical College that can be used at a bare minimum as resources to our other vocational/technical courses and instructors, and possibly as a guide in future adjustments to our course offerings, making courses more rigorous and relevant to our students' lives.

Funding

- Minimum of half-salary as per negotiated agreement, and benefits outlined in state statutes for sabbatical leave.
- Perkins funding for assistance with tuition and fees (not to exceed \$6,158).
- I believe this sabbatical to be valuable to the district, its student and community, and to me professionally. Understandably, half-salary would be a significant change in income for my family next year, therefore if any additional funding were available from district or grant sources they would be greatly appreciated.

Thank you for your time and consideration. Please contact me with any questions. Thank you for your service.

Sincerely,

Todd Henke

From: Valerie Brooks vebrooks@gmail.com

Subject: sabbatical proposal

Date: December 8, 2020 at 7:32 PM

To: todd henke toddhenke@yahoo.com

Cc: Elizabeth Lougee beth.lougee@k21schools.org, KEA President kea.president.alaska@gmail.com, todd.henke@k21schools.org

VB

Todd,

The KEA Executive Board met this evening to review your sabbatical application and proposal as per-

B. Application Procedure

1. *The teacher must submit an application for Sabbatical Leave to the Superintendent and the ASSOCIATION not later than January 25th.*
2. *A plan of the proposed study must be submitted with the application.*
3. *The ASSOCIATION President or his/her designee shall submit their recommendations, if any, to the Superintendent not later than February 15th.*
1. *The KGBSD BOARD has the responsibility for the selection of the teacher(s) to be granted the Sabbatical Leave(s).*
2. *Any successful applicant must sign a contract before receiving the benefit.*

The KEA appreciates the possibilities for student instruction, and benefits for staff, from your additional expertise and training. KEA wishes you well as you further your education and training.

Valerie Brooks, M.Ed., Ed.Doc.

KEA VP

NEA-AK Region 1 Director

*I acknowledge I am working on the ancestral land of Taant'a Kwa'an,
home of the Sea Lion Tribe.*

Education is freedom...education is transformation - Paulo Freire

Ketchikan Gateway Borough School District

333 Schoenbar Rd. • Ketchikan, Alaska 99901

Ph. (907) 247-2109 Fax: (907) 247-3820

Elizabeth Lougee, Superintendent • Katie Jo Parrott, Business Manager

Catherine Alilin, Human Resources • Terri Crofcheck, Special Services • Alonso Escalante, Curriculum



February 5, 2021

Todd Henke
13988 N. Tongass Hwy.
Ketchikan, AK 99901

Dear Mr. Henke:

This letter serves as formal notice that your sabbatical request has been approved by the Superintendent and will be forwarded to the School Board for approval. The request has been added to the agenda of the regularly scheduled Board meeting of Wednesday, February 10th, 2021. Your attendance at the meeting is recommended should the Board have any questions about your plans.

The recommendation of district administration for the provision of the sabbatical shall be in accordance with Board Policy 4161.3 and prior established practice, as follows:

Compensation and Benefits - Compensation, while on approved Sabbatical Leave, shall be 1/2 of the appropriate salary placement for the employee, as noted on the teachers' salary schedule. Full benefits will be available for the employee while on the approved leave.

Please note the requirements regarding sabbaticals as outlined in the KEA Certified Negotiated agreement Area 7, Section 8.

Regarding your request for tuition and fees assistance, you may avail yourself of benefits outlined in the KEA Certified Negotiated Agreement Area 6, Section 5, as follows:

It is agreed that the teacher will be reimbursed for six (6) credits toward recertification every five (5) years, the rate of reimbursement to be equal to that of the University of Alaska resident graduate rate or actual tuition, whichever is less. Prior approval of courses by the Superintendent must be obtained (Appendix 37).

We are excited to offer this opportunity to you, and are confident that the skills you gain will be a great benefit to KGBSD students upon your return.

Best,

A handwritten signature in black ink, appearing to read "Katie Jo Parrott", written in a cursive style.

Katie Jo Parrott, MPA, SHRM-SCP, Business Manager