

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA STATEMENT

No 8 a.

MEETING of: January 11, 2023

Item Title

**CONSENT CALENDAR**

Approval of the regular meeting minutes of December 14, 2022

SUBMITTED BY: Crystal Vail, School Board Clerk

**CONSENT CALENDAR**

a. Motion to approve the regular meeting minutes of December 14, 2022.

**\* NOTE:**

**If amendments or corrections to the minutes are desired, a Board member should request removal of the minutes from the Consent Calendar.**

**The minutes would then be acted upon under Unfinished Business. Appropriate motions to correct or amend the minutes would be in order.**

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING and WORK SESSION  
Meeting of  
Wednesday December 14, 2022  
Ketchikan Gateway Borough Assembly Chambers**

**CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL**

The Ketchikan Gateway Borough Board of Education met in a regular session on the 14<sup>th</sup> Day of December 2022, in the Ketchikan Gateway Borough Assembly Chambers. Board President Stephen Bradford called the meeting to order at 6:00 p.m.

The following members were present to establish a quorum and due notice had been published: Board President Stephen Bradford; Clerk- Treasurer Nicole Anderson, Members Diane Gubatayao, Tom Heutte, Melissa O'Bryan, Paul Robbins, Jr. and Student Member Jack Zink. Vice President Keenan Sanderson appeared telephonically.

Administrative staff present included Superintendent Michael Robbins, Deputy Superintendent Melissa Johnson, Business Manager Katie Parrott, and School Board Clerk Crystal Vail.

**APPROVAL OF AGENDA**

There were no objections to the agenda as presented.

**PUBLIC RECOGNITION**

Member Gubatayao recognized SEAlaska Heritage Institute and PHE for a collaboration in making drums and performing a native song. She commended President Bradford and Rotary Interact for their involvement in the recent fundraising pie auction. She concluded with a thank you to the participants of the Sam Pitcher Memorial concert.

**CITIZEN REMARKS**

Rodney Dial, Borough Mayor, stated he was at the meeting representing himself. He commented and shared his opinions on School District Health Insurance subjects.

Caitlin Jacobson, KHS Library Staff, gave a presentation on ARPA grant funding and its positive impact on District libraries. She included reports of new books, furniture and aesthetics which were added to District libraries using grant funding.

**INFORMATION AND REPORTS FROM BOARD MEMBERS:**

Member Gubatayao reported information on the newly awarded SAMHSA (Substance Abuse and Mental Health Services Administration) grant, including comments about upcoming changes needed to school board policy in order to support WISH (Women In Safe Homes) who worked with the District to apply for the SAMHSA grant.

**Assembly/School Board Liaison:**

Member Anderson reported discussion topics of the Assembly/School Board Liaison meeting. Member Robbins, Jr. added that the committee was looking to work together to resolve the issues facing District Health Insurance debt to the Borough.

Member Gubatayao reminded the board of a joint resolution that was signed with the Borough in the recent past and suggested the addition of composing a new joint resolution to the upcoming Liaison meeting agenda.

**CLAIMS FOR INFORMATION:** November 11, 2022- claims approved; November 23, 2022- claims approved

**STUDENT MEMBER REPORT:**

Student member Zink reported school activities and events including congratulating the KHS wrestling team for their Region Championship win. He also thanked the community for their support at all of the school events.

**SUPERINTENDENT REPORT:**

Superintendent Robbins gave his December report which highlighted the award of the SAMHSA grant and the impact it can have on students in the district. He reported his involvement in community and district meetings, the snow delay determining process and the status of substitute teachers.

**FY22 AUDIT REPORT:** Katie Parrott, Business Manager, introduced Maxim Mamontov of the auditing firm, Altman, Rogers & Co. who appeared telephonically. Business Manager Parrott gave a brief summary of the report before turning the presentation over to Mr. Mamontov. Mr. Mamontov presented the audit findings and the Board asked questions during the presentation.

**ACTION ITEMS**

**CONSENT CALENDAR**

Motion to approve the Consent Calendar

- a. Motion to approve the meeting minutes of November 9, 2022
- b. Motion to approve the grant application(s) of the Skills Career Camp in the amount up to \$25,000.
- c. Motion to approve the application for the SAMHSA Mental Health Grant

Moved: Gubatayao

Second: Heutte

ROLL CALL:

7 YES: ZINK (PREFERENTIAL); SANDERSON; ROBBINS, JR.; ANDERSON; GUBATAYAO; HEUTTE; O'BRYAN; BRADFORD

CONSENT CALENDAR APPROVED

**UNFINISHED BUSINESS**

No unfinished business.

**PUBLIC HEARING \*POLICY\*:**

- a. Motion to revise BP 6146.1 High School Graduation Requirements, in first reading.

Moved: Anderson

Second: Gubatayao

No public comment.

Board Comments:

President Bradford noted a scrivener's error and asked the Clerk to make the change during revisions and bring back for the second reading.

ROLL CALL:

7 YES: ZINK (PREFERENTIAL); ANDERSON; SANDERSON; ROBBINS, JR.; GUBATAYAO; O'BRYAN; HEUTTE; BRADFORD

MOTION APPROVED

b. Motion to revise BP 5141.21 Administering Medication, in first reading.

Moved: Robbins, Jr. Second: Anderson

No public comment.

Board Comments:

Member Heutte asked if there had been any feedback from the District nurse on the revisions to this policy. Member Robbins, Jr. replied that the revision was brought forward by the district nurse during the Policy Committee meeting.

ROLL CALL:

7 YES: ZINK (PREFERENTIAL;) ROBBINS, JR.; HEUTTE; ANDERSON; O'BRYAN; GUBATAYAO; SANDERSON; BRADFORD

MOTION PASSED

c. Motion to create new Board Policy 5141.24 Medications Safety and Security in first reading.

Moved: Heutte Second: Gubatayao

No public comment

No Board comments.

ROLL CALL:

7 YES: ZINK (PREFERENTIAL;) ANDERSON; ROBBINS, JR.; HEUTTE; GUBATAYAO; SANDERSON; O'BRYAN; BRADFORD

MOTION PASSED

The Board took a 7-minute recess.

### **NEW BUSINESS**

Motion to enter a work session regarding Health Insurance with possible motions and/or direction to staff and/or Liaison Committee members.

Moved: Gubatayao Second: Anderson

With no objections, the Board entered work session at 7:36 p.m.

Superintendent Robbins, Business Manager Parrott and the Board discussed the current plan to work with the Borough to solve issues surrounding the district health insurance debt.

After discussion the Board unanimously gave the following directions concerning the district's health insurance fund:

1. The Superintendent was directed to proceed with a 'desk audit' of the expenditures and claims associated with the health insurance fund.
2. The Board President and the Superintendent were directed to inform the Assembly and the Borough Manager of the Board's request that the transfer of administration of the District's health insurance fund be delayed from January 1, 2022 until July 1, 2022 and the start of the next fiscal year.
3. Staff was directed to 'aggressively' budget for health insurance in the FY24 budget at a level that will fully cover all reasonably anticipated costs and claims.

4. Staff was directed to engage in discussions with the Manager's office to bring to the Board a recommended plan for repayment of the health fund deficit in a manner that causes the least harm to providing an education to the students.

With no objections the Board exited the work session at 8:48 p.m.

**EXECUTIVE SESSION:**

Motion to enter an Executive session for an update on negotiations between District Administration and KEA- to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the school district.

Moved: Anderson                      Second: Heutte

ROLL CALL:

7 YES: ANDERSON, HEUTTE, GUBATAYAO, O'BRYAN, ROBBINS, JR.; SANDERSON; BRADFORD

MOTION PASSED

The Board was in Executive Session from 8:50 p.m. until 9:02 p.m.

**DISCUSSION**

- a. AISD/KGBSD Meeting

The Board discussed their options to join the Annette Island School District School Board at one of their upcoming meetings. It was agreed that available Board members would join the January 16<sup>th</sup> work session of AISD. It was discussed that goals of joining the AISD work session would be brought up at the January 11, 2023 regular meeting of KGBSD School Board.

- b. Board Goal: INSTRUCTION #2: Implement PreK-12 MTSS (Multi-Tiered System of Support) with fidelity district wide.

Deputy Superintendent Johnson provided a presentation on the MTSS support plan district wide which included the formation of an MTSS Task Force.

The Board discussed the presentation and expressed their approval of the program implementation.

**BOARD COMMENTS**

Member Anderson thanked the Deputy Superintendent Johnson for the work done with the MTSS program. She reminded the Board that the upcoming difficult decisions need to be made with student success in mind.

Member Gubatayao expressed her excitement for the MTSS program implementation. She suggested that the Safety committee also keep Cyber Security and safety in mind.

Member Heutte expressed this gratitude to be on the Board and for the hard working district staff.

Member O'Bryan commented on the process and transparency of the district working out the issues with the Borough concerning health insurance.

President Bradford wished everyone happy holidays.

**ADVANCE PLANNING**

- a. School Board Listening session, Saturday, December 17<sup>th</sup>, 9:00- 11:00 am at the Pilothouse.
- b. Assembly/School Board Liaison Meeting, Tuesday, December 20<sup>th</sup> at 12:00 p.m. in the Borough Assembly Chambers.
- c. School Board Regular meeting January 11, 2023 at 6:00 p.m. in the Borough Assembly Chambers.

Member Robbins reminded the Board to look at scheduling a meeting with KIC.

Member Gubatayao reminded the Board to look at scheduling a meeting with Saxman IRA.

Member Anderson asked the Board to accept her absence at the January 11, 2023 meeting.

With no objections, ADJOURNMENT at 9:48 p.m.