

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR meeting of  
September 9, 2020  
Ketchikan Gateway Borough Assembly Chambers**

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

The Ketchikan Gateway Borough Board of Education met in regular session on the 9<sup>th</sup> day of September in the Ketchikan Gateway Borough Assembly Chambers. Board President Bridget Mattson 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 Bridget Mattson; Vice President Sonya Skan; Clerk-Treasurer Diane Gubatayao; Board Members Leslie Becker; Jordan Tabb, Paul Robbins Jr. and Thomas Heutte.

Student Member Morgan Elerding participated, filling in for Henry Clark.

Administrative staff present included: Beth Lougee, Superintendent; Business Manager Katie Parrott; and Board Clerk Kerry Watson. Several building principals and department directors were also in attendance.

Vision and Mission Statement

The school district's vision and mission statements were read by School Board Clerk-Treasurer Diane Gubatayao.

**APPROVAL OF THE AGENDA**

**Motion to amend the agenda to add a Discussion Item “c” regarding health screenings and returning to school options.**

Moved by: GUBATAYAO; Second by: BECKER

**ROLL CALL**

**MATTSON, SKAN, GUBATAYAO, BECKER, TABB, ROBBINS JR., HEUTTE, - ALL AYES**

**Student Member Morgan Elerding – AYE**

***MOTION PASSED***

**Motion to amend the agenda to make the subjects of the executive sessions public** (*held in open session.*)

Moved by: BECKER; Second by: GUBATAYAO

Discussion

Board Member Leslie Becker stated that both of the scheduled executive sessions needed to be held in public.

*(Board Clerk's note: Those subjects were: the food service program and annex leases.)*

Board member Sonya Skan asked for a staff response regarding the appropriateness of holding the executive sessions. Business Manager Katie Parrott said that matters which could affect the finances of the school district were applicable topics for a closed session under the Open Meetings Act. Discussing the annex leases in executive session was allowable due to competitive and financial reasons, she said. She indicated the reason for a closed session regarding the food service program was due to possible decisions which could affect the school district's future finances.

To clarify, Board Member Jordan Tabb asked if the items to be discussed in closed session would ultimately come to the Board for action in open session. Ms. Parrott confirmed that if action was needed it would be done in open session.

Ms. Becker again stated the topics were public information which needed to be disclosed to the community.

**ROLL CALL**

**MATTSON, SKAN, TABB, ROBBINS JR., HEUTTE - NAYS**

**GUBATAYAO, BECKER - AYES**

**Student Member Morgan Elerding – NAY**

**2-5**

**MOTION FAILED**

**Motion to approve the agenda as amended**

**MOVED BY: SKAN; Second by: GUBATAYAO**

**ROLL CALL**

**MATTSON, SKAN, GUBATAYAO, BECKER TABB, ROBBINS JR., HEUTTE – ALL AYES**

**Student Member Morgan Elerding –AYE**

**MOTION PASSED**

**PUBLIC RECOGNITION**

Board President Bridget Mattson read a proclamation for September as National Recovery Month.

Danielle Duckworth spoke to the proclamation on behalf of Stomp the Stigma and the Ketchikan Wellness Coalition, and referred to her own journey with recovery.

**CITIZEN REMARKS**

Fast Track homeschool educator Lori Ortiz spoke regarding the program's increased enrollment and a need for additional resources. She said that as of that day, 174 students were enrolled in the program, as compared to 50 last year, with most coming from other district schools. Mrs. Ortiz noted that she is the sole general education and special education teacher for the Fast Track program. She expressed appreciation for the steps district administration had taken to provide assistance to her and the program, but stated that another teacher was needed. Mrs. Ortiz asked for a committee or task force to plan proactively for the Fast Track program.

**INFORMATION AND REPORTS FROM BOARD MEMBERS**

Clerk Treasurer Diane Gubatayao noted that she, Ms. Mattson and the superintendent met with the auditors the previous week. She said there were no findings, and the auditors were complimentary of the business department.

She also commented on SAT and ACT scores being disallowed as a college admissions requirement in the University of California system.

President Mattson also commented that the auditors had spoken highly of the work of the district business staff.

**Claims for Information – September 4, 2020** – In answer to a Board member's query, Business Manager Parrott said that blacked out payee information on the claims report were student names, which needed to be kept confidential

**SUPERINTENDENT'S REPORT**

Superintendent Beth Lougee began her report by noting that the previous day had been the first day of school orientation for students. She said it had been a calm start of school in an extraordinary year, and credited principals and all staff for being well-prepared. She expressed appreciation to Michael Johnson of First Student bus company for working out routes and accommodating the annex sites. Superintendent Lougee then reported on the following:

- School enrollment is fluctuating, with that day's count being 2,221. More than 50 preschool students had been screened in a bit more than a week.
- Dates for district advisory committees, which include Board representatives, were noted.
- An updated organization chart provided in the Board packet includes a breakdown of current principals and assistant principals so the Board can see the chain of command.

- In the second year of a mentoring program led by Bob Hewitt, there are 30 teachers in their first and second years of teaching. Sixteen of those are “brand new” teachers.
- A summer school report has been provided to Boardmembers. Fifty-eight students attended the entire summer session. About 30 children either dropped or never showed up and were mainly primary age students for which the online school was harder, the superintendent said.

Superintendent Lougee asked Curriculum Director Alonso Escalante and Business Manager Katie Parrott to report on some programs.

Mr. Escalante reported that since his last report to the Board the virtual school enrollment had almost doubled to 79 students. Of those, 28 are high school students, 18 are middle school, and 33 are elementary school students. Working with the virtual school is new to the Ketchikan teachers involved, he pointed out. Mr. Escalante then addressed the plan for the growing Fast Track homeschool program. Several members of the Board asked Mr. Escalante questions regarding the plan, particularly regarding the assistance that Schoenbar and Kayhi counselors would be providing through extra duty contracts.

Superintendent Lougee interceded to state that it was not the time for these questions. A lot of work had just been laid out that morning, she said; and a district team would be working out more details regarding Fast Track.

Board member Skan stated that Board members should be asking questions of the Superintendent and not Mr. Escalante.

Business Manager Parrott then reported on the food service program which had been offered that summer. The program made possible through state and federal food service program waivers had provided free breakfast and lunch meals to be picked up at four school locations, with home delivery provided for special circumstances. Between mid-March and the end of August, more than 114,500 meals were distributed (about 1,000 per day) and about 24,500 home deliveries were made (about 250 meals per day, she said. Ms. Parrott said this was only possible through the devotion of the school cooks, and the paraprofessionals who served meals or did the deliveries. She also specifically thanked the family and friends of Jaxon Brown who raised funds to provide additional meals and snacks. Ms. Parrott also thanked the organizations and businesses who contributed to the summer meal program.

Ms. Parrott also reported on some of the purchases for schools through CARES Act funds.

Before concluding the reports, Superintendent Lougee commented on a district threat assessment plan which will be a topic at a future Board meeting.

### **CONSENT CALENDAR**

- Motion to approve the regular meeting minutes of August 26, 2020.*
- Motion to approve a teaching contract with Rebecca Mike for the 2020-2021 school year.*
- Motion to approve a teaching contract with Desirae Blake for the 2020-2021 school year.*
- ~~*Motion to approve a teaching contract with Michaela Leslie for the 2020-2021 school year.*~~

Ms. Gubatayao said she had a question regarding Item d, so that item was pulled from the Consent Calendar.

### **Motion to approve the Consent Calendar of September 9, 2020** *(with the one item removed.)*

Moved by: ROBBINS JR.; Second by: GUBATAYAO

### **ROLL CALL**

**Student Member Morgan Elerding (preferential vote) – AYE**  
**BECKER, ROBBINS JR., SKAN, TABB, HEUTTE, GUBATAYAO, MATTSON – ALL AYES**

**MOTION PASSED**

## **UNFINISHED BUSINESS**

### **Motion to approve a special services contract for Michaela Leslie for the 2020-2021 school year at KGBSD, in the amount of \$82,674.**

Moved by: TABB; Second by: SKAN

#### **Discussion**

Ms. Gubatayao asked about Ms. Leslie's special education certification, as it wasn't noted on the provided background material. Superintendent Lougee said she didn't know the specifics on this particular individual; but added that the state offers emergency certification with special provisions for certification due to the COVID situation.

## **ROLL CALL**

**Student Member Morgan Elerding (preferential vote) – AYE**

**BECKER, ROBBINS JR., SKAN, TABB, HEUTTE, GUBATAYAO, MATTSON – ALL AYES**

***MOTION PASSED***

## **NEW BUSINESS**

There was no new business.

## **DISCUSSION**

*September 1, 2020 Government to Government consultation:* Board members commented positively on the consultation, which is a requirement of the federal ESSA law (Every Student Succeeds Act). Appreciation was expressed to Ketchikan Indian Community. It is anticipated that the next meeting will be scheduled for December.

A five-minute break in the meeting was taken before the "Discussion" agenda topics continued.

*District organizational chart:* Board Member Heutte thanked the Superintendent for including the updated organizational chart.

*Health screening and daily symptoms; when to return to school:* Ms. Gubatayao expressed her concern with requirements for students returning to school, after having symptoms, if they might not have a medical provider. Some screening concerns were discussed as well.

## **EXECUTIVE SESSIONS:**

### **Motion to go into executive session regarding annex leases, a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the school district.**

Moved by: TABB; Second by: ROBBINS JR.

#### **ROLL CALL**

**SKAN, TABB, ROBBINS JR., HEUTTE, MATTSON – AYES**

**GUBATAYAO, BECKER – NAY**

**5-2**

***MOTION PASSED***

The executive session began at 7:35 p.m. It ended at 7:54 p.m. and the Board re-entered the regular session.

### **Motion to go into executive session regarding the Food Service Program, a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the school district.**

Moved by: ROBBINS JR.; Second by: HEUTTE

The executive session began at 7:56 p.m. and ended at 8:31 p.m. The Board resumed its regular meeting and the following motion was made.

**Motion to direct the district to continue the summer food service program under state and federal waivers as closed enrolled sites.**

Moved by: GUBATAYAO; Second by: HEUTTE

**Discussion**

Board Member Robbins Jr., provided background on the motion. He said the food service program referred to in the motion will provide food to more students than the national school lunch program, which is the other option. Mr. Robbins said the business manager had told the Board the program would not have significant extra costs even though it expands the free lunch program. He said that the program under the USDA (U.S. Department of Agriculture) would only be approved through December or until funds remain.

Mr. Tabb said that although the program gives the opportunity to provide free meals, it is still important that parents fill out free and reduced applications for school lunches.

Ms. Mattson said the USDA had just announced approval of this expansion of the summer lunch program the previous week. This is a change to moving automatically toward the usual school lunch program, which is why this discussion took place and this action was being proposed, she said. After December or when funds are depleted, the district will transition to the traditional school lunch program.

Board Member Gubatayao stated that this program will also benefit homeschool students.

**BOARD MEMBER COMMENTS:**

Mr. Heutte spoke of some of the student and staff response he's heard about the return to school and safety protocols. Some were concerned and felt they'd been put at risk, he said. He added that he is proud of the kids for learning the new routines of the safety precautions.

Ms. Skan commented positively on working with her fellow board members. She said it's been a cohesive group. She wished Ms. Becker luck in her future endeavors.

Ms. Gubatayao commented on the excitement of children going back to school. She also stated she's thankful that the whole community is working hard to keep down the virus spread.

Ms. Mattson thanked the superintendent, administrative staff and teachers; all who she said had worked tirelessly through the summer. She also said she is grateful for the community which supports its schools and is keeping COVID numbers down.

**ADVANCE PLANNING**

A future Board evaluation session and a virtual board training event were noted.

**ADJOURNMENT**

A motion was made and seconded for adjournment. Without objection, the meeting was adjourned at 8:43 p.m.

*Minutes approved as distributed at the September 23, 2020 regular meeting of the Board of Education.*

---

BOARD PRESIDENT  
Bridget Mattson