

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA STATEMENT

No 9 b

MEETING OF March 23, 2022

Reviewed By

Item Title

CONSENT CALENDAR

Motion to approve Administrator Contracts
for the 2022-2023 School Year

Superintendent
 Personnel
 Finance

SUBMITTED BY Melissa Johnson, Interim Superintendent

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Melissa Johnson 907-247-2118
Name Phone

SUMMARY STATEMENT:

The School Board is being asked to approve the offering of contracts for administrators for the 2022-2023 school year.

ISSUE & BACKGROUND:

All certified contracts must be approved by the Board, in accordance with Board Policy.

RECOMMENDATION:

Approval of the administrators contracts for the 2022-2023 school year.

FISCAL NOTE:

Salary \$1,488,640
Insurance \$208,000
Benefits \$209,898

AMOUNT BUDGETED*
\$2,059,395

**Amount to be included in the FY23 budget proposal, including open administrative position at KHS.*

ATTACHMENTS: Administrators Position List, APC Recommendations

RECOMMENDED ACTION (If not approved as part of the Consent Calendar)::

"I move that the Board of Education approve the offering of administrator contracts for the 2022-2023 school year."

ADMINISTRATOR POSITIONS			
Name	School	Position	FTE
HIGSON, NICHOLAS KENNETH	Fawn Mountain Elementary	Principal	1.00
CRON, MICHAEL D	Houghtaling Elementary	Principal	1.00
TROINA, LINNAEA A	Houghtaling Elementary	Assistant Principal	1.00
LIVINGSTON, KAYLA MICHELLE	Ketchikan Charter School	Principal	1.00
MAXWELL, COLE PHEBE	Ketchikan High School	Assistant Principal	1.00
MCLAREN, STEVEN J	Point Higgins Elementary	Principal	1.00
OLSON, DANIEL CHARLES	Point Higgins Elementary	Assistant Principal	1.00
LINDEMANN, KURT P	Revilla Alternative School	Principal	1.00
BOEHLERT, SHERILYNN R	Schoenbar Middle School	Principal	1.00
HOUSE, JASON ANTHONY	Schoenbar Middle School	Assistant Principal	1.00
HUFF, SCOTT ALLEN	Tongass School of Arts & Sciences	Principal	1.00
MEISTER, DEREK	Central Office	Special Services Director	1.00
ESCALANTE, ALONSO	Central Office	Curriculum Director	1.00



**Ketchikan Charter School
Academic Policy Committee
02/01/2022**

MINUTES of REGULAR MEETING

I. Call to Order: 6:08 PM

**Attending APC Members: Eryn Brooks, Haley Kantor, Rebecca Leach, Owen Lee,
Kourtney Micheli, Cassie Powell, Brooke Ratzat**

Absent APC Members:

**KCS Administrator: Kayla Livingston
KCS Dean of Students: Shane Scamahorn
KCS Staff Representative: Becky King
Bookkeeper: Rebecca Leach
Guests: Nannette Scamahorn**

II. Consent Agenda

A. Consent of January 18, 2022 Meeting Minutes

1. MOTION to approve January 18,, 2021 Minutes As Amended - **Approved**

Member	Motion	Second	Aye	Nay	Abstain	Absent
Brooks			X			
Kantor			X			
Leach			X			
Lee			X			
Micheli	X		X			
Powell			X			
Ratzat		X	X			

III. Public Citizen Remarks: Atreyu will take a picture for the KCS yearbook

IV. Reports

A. Informational, APC Member Report: Kantor requests on behalf of CHARR if an update can be made on the new digital school sign (where we are, anticipated delivery/ installation, etc). Leach will present at their next meeting on Feb 17th at noon.

B. Informational, Treasurer’s Report: Livingston presented corrected numbers. Everything is up-to-date from Dec.

C. Principal’s Report:

1. Staffing report: new custodian for the main building started today; he is the grandparent of a student. One new SPED at the annex and a new custodian starts next week. Greater marketing effort online and print to encourage employment/ parent involvement. Livingston is still unclear on the possibility of part-time employment.
2. COVID Test to stay Program:
 - a. It is very difficult to execute in a timely manner and is overwhelming Livingston’s morning while also taking kids out of the classroom for an extensive amount of time. Very low numbers of kids are showing up positive.
 - b. More efficient options were discussed. The hope is that numbers will continue to fall.
3. State assessments: AK Star (MAPS) 3-5th April 11th, Middle school is on April 15th.
4. Employment Advertising: newspaper, Facebook (for a week) & web page
5. Enrollment is close to 210 students.

D. Staff Representative Report: (Becky King)

1. Art has moved into the new room and the Music room is almost set up. This will allow for teachers to have their classroom during planning time which is greatly appreciated.
2. New PARA next week will be divided between Kindergarten and first grade (reading and math) plus covering two recesses.

V. New Business

A. Board member update: Board Member [Cassie Powell](#) has filled the PARA position at the Annex which makes her unable to hold her voting position on APC. The board will recognise a written resignation.

B. Resignation of [Cassie Powell](#) due to conflict: she is now an staff member with KCS and therefore cannot act as a Parent member of the APC

1. MOTION to accept the resignation of board member Cassie Powell - APPROVED

Member	Motion	Second	Aye	Nay	Abstain	Absent
Brooks			X			
Kantor			X			
Leach			X			
Lee	X		X			
Micheli			X			
Powell			X			
Ratzat		X	X			

C. **Assistant Principal position:** has to be posted to change Shane’s title from Dean of Students; this has to do with the contract type.

D. **Enrollment** starts in March for returning students; open enrollment starts in April. Reusing last year’s ad with 2022 dates.

VI. Old Business

A. **Upcoming Election:** Livingston presented names of prospective parents (mainly younger student families) to Kantor who will call to ask if they would like to be involved with APC.

B. **Spirit Wear:** Board looked over the favorites and picked one from each age group. Top three were picked. The rest of the runner ups will be put on display.

Enter into Executive session 7:11pm to discuss Principal evaluations and whether to retain Livingston as principal.

Enter into back into regular session 7:26pm

D. MOTION to retain Kayla Livingston as Principal of KCS - **APPROVED**

Member	Motion	Second	Aye	Nay	Abstain	Absent
Brooks			X			
Kantor		X	X			
Leach			X			
Lee			X			
Micheli	X		X			
Ratzat			X			

VII. Public Citizen Remarks: none

VIII. APC Member Comments: none

IX. Adjournment: 7:30 PM

Tongass School of Arts and Sciences

410 Schoenbar Road, Suite 202 Ketchikan, Alaska 99901 (907) 225-5720 www.tongassschool.org

Academic Policy Committee

Westina Peckham, President and Community Member

Melanie Cornwall, Secretary and Staff Member

Brenda Loughman, Treasurer and Community Member

Frankie Urquhart, Parent Member

Dawn Rauwolf, Staff Member

Kendra Bradley, Parent Member

Cari McLean, Parent Member

Doug Greg, Community Member

March 7, 2022

To: Scott Huff
Re: Employment Offer

After concluding your annual performance review, the Tongass School's Academic Policy Committee (APC) determined that the Tongass School community is fortunate to have you as its principal. It is our privilege to extend you an offer of continued employment in the position of Principal at the Tongass School of Arts and Sciences for the upcoming 2022/2023 school year. We appreciate all of the effort you have put forth into making our school the best we can be, especially during a global pandemic!

Based on your experience, you will follow the KLO salary schedule. The remainder of the job offer and benefits are consistent with the provisions of the KLO contract for administrative responsibilities.

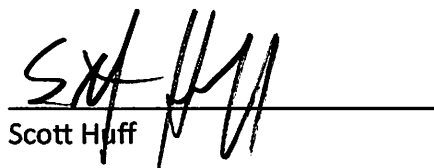
Upon learning that the Tongass School of Arts and Sciences has offered you a contract, the Ketchikan Gateway School Board will also vote on an employment contract for you.

If this offer is acceptable to you, please sign in the space provided below and return to the President by March 21, 2022.

Best wishes for your continued success.



Westina Peckham, APC President



Scott Huff

3-11-22

Date

CC: Melissa Johnson, KGBSD Superintendent (Interim)