

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA STATEMENT

No 8 a.

MEETING of: March 27, 2024

Item Title

**CONSENT CALENDAR**

Approval of the regular meeting minutes of March 13, 2024

SUBMITTED BY: Crystal Vail, School Board Clerk

**\* 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  
Meeting of  
March 13, 2024  
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 13<sup>th</sup> day of March 2024, 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: Present members included President Stephen Bradford, Vice President Keenan Sanderson Clerk-Treasurer Nicole Anderson, Members Judy Leask Guthrie, Tom Heutte, Katherine Tatsuda and Student Member Lily Gosnell. Member Melissa O'Bryan appeared telephonically.

Administrative staff present included Superintendent Michael Robbins, Business Manager Daniel Schuler and School Board Clerk Crystal Vail.

**APPROVAL OF AGENDA**

The agenda was approved.

**PUBLIC RECOGNITION**

**CITIZEN REMARKS**

Natasha Clevenger and Lisa Dewitt, citizens, came to the podium together speaking in support of renaming of Schoenbar Middle School to Kichxáan Héeni.

Diane Gubatayao, citizen, recommended a children's book with content surrounding Adverse Childhood Experiences and donated a copy to each elementary school. She also donated a check to the school district to support teacher mental wellbeing.

Sonja Skan, citizen, asked the School Board to provide a letter of support regarding renaming Schoenbar Middle School.

**INFORMATION AND REPORTS FROM BOARD MEMBERS**

Assembly/School Board Liaison Committee Co-Chair Nicole Anderson reported on the liaison meeting on March 12, 2024. Members Anderson, Tatsuda and Bradford reported the subjects of discussion surrounding the health insurance deficit and repayment plan.

Finance committee Chair Stephen Bradford reported that the Finance Committee met and viewed a presentation by Business Manager Schuler regarding the FY 24 Budget revisions which were scheduled to be presented to the school board for approval.

President Bradford reported on the work session held between the school board and the Tongass School of Arts and Sciences Academic Policy Committee. He reported the expectations the two bodies expressed of each other during the meeting.

Native Education Committee Chair, Keenan Sanderson reported the discussions in their meeting about renaming of schools and creating a new land acknowledgment policy.

Member Tatsuda reported on her trip to Juneau to the AASB Fly In. She met with government officials and other school officials to discuss Ketchikan School District challenges. She also reported that she was invited to serve on the AASB 2024 Constitution and Bylaws Committee. The Board had no objections.

Member Anderson reported on the progress of the Academic Achievement subcommittee. They met to create goals and metrics in their focus area. Superintendent Robbins added that each subcommittee met with the same task to create goals and metrics in their focus area.

**REPORTS FOR INFORMATION:** Claims of February 9, 2024; February 23, 2024; March 8, 2024 and January 2024 Funds Results from Operations  
No Objections. CLAIMS APPROVED

### **MATT LEWIS OF USI**

Mr. Lewis reported the most recent results of the school district's health insurance operations. He reported he is currently in negotiations for the FY 25 costs, noting there may be up to a 15% increase in costs.

### **STUDENT REPORT**

Student Member Lily Gosnell reported the recent and upcoming events at Ketchikan High School. She highlighted the Regional basketball tournament occurring the week of March 5<sup>th</sup> in Sitka.

### **SUPERINTENDENT REPORT**

Superintendent Robbins reported the progress made this year on issues facing the school district.

### **ACTION ITEMS**

#### **CONSENT CALENDAR**

- a. Motion to approve the regular meeting minutes of February 7, 2024
- ~~b. Motion to approve a FY 2024-2025 contract with Enterprise Fleet Management.~~
- c. Motion to approve a long-term substitute contract with Ole Sullivan at Schoenbar Middle School.
- d. Motion to approve offering administrative contracts to Adrienne Roth, Todd Henke, Karen Manabat, Joshua Ledford, Meredith Lundamo, Scott Huff and Jared Garlick for the 2024-25 school year.
- e. Motion to approve a multi-year professional services contract with Altman, Rogers & Co. for annual independent financial audits starting with the Fiscal Year 2023-2024 audit and continuing through the Fiscal Year 2025-2026 audit.

M/S: SANDERSON/GUTHRIE

ROLL CALL:

7 YES- GOSNELL(PREFERENTIAL,) O'BRYAN, SANDERSON, HEUTTE, GUTHRIE, TATSUDA, ANDERSON, BRADFORD.

CONSENT CALENDAR APPROVED

### **UNFINISHED BUSINESS**

- a. Motion to approve a FY 2024-2025 contract with Enterprise Fleet Management.

M/S: ANDERSON/SANDERSON

DISCUSSION:

Member Guthrie asked how the contract will work with Enterprise Fleet Management, a company located outside of Ketchikan.

Business Manager Schuler explained the structure of the agreement and stated there was an auto shop in Ketchikan who worked with the Enterprise company to provide needed services.

ROLL CALL:

7 YES- GOSNELL (PREFERENTIAL,) GUTHRIE, O'BRYAN, HEUTTE, ANDERSON, SANDERSON, TATSUDA, BRADFORD.

MOTION APPROVED

### **PUBLIC HEARING**

**No citizens came forward to comment on the proposed changes to policy.**

- a. Motion to revise BP 0410 Nondiscrimination in District Programs and Activities, in first reading.

M/S: ANDERSON/SANDERSON

**DISCUSSION:**

President Bradford asked if the board objected to an amendment of a typo on the agenda statement's policy number. There were no objections.

Policy Committee Chair Heutte explained to board members the reasons the policy committee brought these policies forward.

**ROLL CALL:**

7 YES- GOSNELL(PREFERENTIAL,) ANDERSON, HEUTTE, GUTHRIE, O'BRYAN, TATSUDA, SANDERSON, BRADFORD.

MOTION APPROVED

**b.** Motion to adopt BP 1311 Participation in Community Life, in first reading.

M/S: GUTHRIE/SANDERSON

**DISCUSSION:**

Policy Committee Chair Heutte explained to board members how this policy aligns with the approach of the school district.

President Bradford noted this policy was up for adoption as a new policy and noted a scrivener's amendment to be made in the event of final adoption of this policy.

**ROLL CALL:**

7 YES- GOSNELL(PREFERENTIAL,) O'BRYAN, GUTHRIE, TATSUDA, ANDERSON, HEUTTE, SANDERSON, BRADFORD.

MOTION APPROVED

**c.** Motion to revise BP 4000 Concepts and Roles, in first reading.

M/S: SANDERSON/GUTHRIE

**DISCUSSION:**

Member Heutte explained the policy revisions which surround teachers being oriented with the community, cultural responsive and trauma informed.

**ROLL CALL:**

7 YES- GOSNELL(PREFERENTIAL,) HEUTTE, TATSUDA, O'BRYAN, GUTHRIE, ANDERSON, SANDERSON, BRADFORD

MOTION APPROVED

**d.** Motion to revise BP 5137 Positive School Climate, in first reading.

M/S: ANDERSON/GUTHRIE

**DISCUSSION:**

Member Heutte explained the proposed revisions.

**ROLL CALL:**

7 YES- GOSNELL(PREFERENTIAL,) HEUTTE, O'BRYAN, GUTHRIE, TATSUDA, ANDERSON, SANDERSON, BRADFORD

MOTION APPROVED

**e.** Motion to revise BP 5147 Dropout Prevention, in first reading.

M/S: SANDERSON/GUTHRIE

**DISCUSSION:**

Member Heutte explained the proposed revisions.

**ROLL CALL:**

7 YES- GOSNELL(PREFERENTIAL,) SANDERSON, TATSUDA, HEUTTE, GUTHRIE, O'BRYAN, ANDERSON, BRADFORD

MOTION APPROVED

## **NEW BUSINESS**

- a. Motion to approve FY 2023-2024 Budget Revisions  
M/S: HEUTTE/SANDERSON

### DISCUSSION:

Business Manager Schuler gave a presentation on the proposed budget revisions. Board members discussed the information presented, including questions and answers with Mr. Schuler.

### ROLL CALL:

7 YES- GOSNELL(PREFERENTIAL,) GUTHRIE, SANDERSON, HEUTTE, O'BRYAN, ANDERSON, TATSUDA, BRADFORD  
MOTION APPROVED

## **DISCUSSION**

- a. Superintendent Evaluation process/timeline

President Bradford reminded the board to submit their individual evaluations of the Superintendent and explained the next process including a survey to district stakeholders.

## **BOARD COMMENTS**

Member Guthrie commented on the amount accomplished in the evening's meeting.

Member Heutte commented that he was glad the Policy Committee had policies slated to bring to board meetings for review.

Member Anderson expressed her appreciation to Mr. Robbins for his explanation of the hiring process used in the recent Administration hires.

Member Sanderson expressed his hope for SB 140 to pass through the legislature.

President Bradford commended the Policy Committee for the work they have done.

## **ADVANCE PLANNING**

- a. School Board Policy committee meeting Tuesday March 19<sup>th</sup> at 12:00 p.m. via Zoom, email [schoolboard@k21schools.org](mailto:schoolboard@k21schools.org) for the link to join.
- b. School Board Native Education committee meeting Thursday March 21<sup>st</sup>, 2024 at 12:00 p.m. at the KIC Ed Building; 615 Stedman St.
- c. School Board regular meeting and/or work session Wednesday March 27, 2024 at 6:00 p.m. in the Borough Assembly Chambers
- d. School Board Listening Session – will be scheduled at a district event in late March or early April.

ADJOURNMENT at 8:16 p.m.

---

BOARD PRESIDENT  
Stephen Bradford