

Ketchikan Gateway Borough School District

333 Schoenbar Rd. • Ketchikan, Alaska 99901

Ph. (907) 247-2116 Fax: (907) 247-3823

Elizabeth Lougee, Superintendent • Katie Jo Parrott, Business Manager

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



Memo

To: KGBSD School Board Members

From: Beth Lougee, Superintendent

CC: Kerry Watson, Board Clerk

Date: June 26, 2019

RE: Superintendent Report

July 1, 2019 marks the day of new beginnings in a school district as the new fiscal year starts and 100% of focus turns to the new school year. With the new school year there will be the new Vision, Mission and Goals official roll out to kick off the school year on August 26, 2019 starting at 8:15 a.m.

The Vision and Mission Statements below define what our ultimate goal will be and how we will get there.

Vision: Educating and empowering students to be critical thinkers, leaders and problem solvers. (Why)

Mission: Together we foster an educational culture of academic excellence, meaningful connections and nurturing environments to maximize every students unique potential. (How)

The goals outlined below focus on **Instruction, Safety and Trust** that shape an excellent education for every student every day in Ketchikan. These goals align to Alaska's Education Challenge, a framework that shapes a set of goals and aspirations for providing an excellent education for every student every day across Alaska which are:

1. Support all students to read at grade level by the end of the third grade;
2. Increase career, technical, and culturally relevant education to meet student and workforce needs;
3. Close the achievement gap by ensuring equitable educational rigor and resources;
4. Prepare, attract, and retain effective education professionals; and
5. Improve the safety and well-being of students through school partnerships with families, communities, and tribes.

In order to plan, develop and provide professional development to teachers and staff that focus on the goal areas of both Alaska and Ketchikan, early release Wednesday's have been built into the calendar. To establish the purpose and focus of the early release times each school will focus on the established goals of **instruction, safety and trust** and be provided ongoing and relevant professional development.

Overview of Early Release Wednesdays

Instruction: The purpose of releasing students early on Wednesdays during the 2019-2020 school year is to provide on-going and relevant professional development for all staff in the areas of school and district based needs that address budgetary needs for student support, sequential Multi-Tiered Systems

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of Support curricula, review, analyze, assess and evaluate data and improve communication related to instruction through the district, schools and community. Other important areas of focus will be on cultural integration, special education training and closing the achievement gaps among different student groups. Safety and Social/Emotional Learning will be a monthly focus in the areas of a Comprehensive Safety Plan for the district and the schools that will include guest speakers and continued training on being trauma informed schools.

Safety/Social and Emotional Health: The premise of safe and healthy students is that if schools want students to succeed academically (and in life), the conditions for learning must reflect that goal. Research shows that when schools and districts effectively focus on creating a safe, healthy, and supportive environment (positive school climate), students are more likely to engage in the curriculum, achieve academically, and develop positive relationships; students are less likely to exhibit problem behaviors; and teacher turnover is lower and teacher satisfaction is higher (National Center on Safe Supportive Learning Environments, 2019).

See Calendar

Date of Early Release	Focus of Early Release	Specialist Visit/School	Time Released/Bus Schedule (tentative)
Fish Philosophy of the Month	Be There: Be emotionally present for people. It's a powerful message of respect that improves communication and strengthens relationships.		Revilla: 1:30 Kayhi: 1:49 KCS: 1:30 Schoenbar: 1:38 FM : 2:20 PHE: 2:15 HTE: 2:40 TSAS: 2:40
September 4, 2019	Instruction	Cultural Liaison-FM Behavior Specialist- PH	
September 11, 2019	Safety- Climate and Culture Survey, Discipline & Conduct and Digital& Internet Safety	Cultural Liaison-PH Behavior Specialist- HTE	
September 18, 2019	Social/Emotional Learning	Cultural Liaison-HTE Behavior Specialist- FM	
September 25, 2019	Instruction	Cultural Liaison-KCS	

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		Behavior Specialist- TSAS	
Fish Philosophy of the Month	Play: Tap into your natural way of being creative, enthusiastic and having fun. Play is the spirit that drives the curious mind, as in “Let’s play with that idea!” You can bring this mindset to everything you do.		
October 2, 2019	Instruction	Cultural Liaison-TSAS Behavior Specialist- KCS	
October 9, 2019	Safety-Threat Assessments (suicide, harming self or others) and School Based Law Enforcement	Cultural Liaison-SMS Behavior Specialist- Kayhi	
October 16, 2019	Social/Emotional Learning	Cultural Liaison-Kayhi Behavior Specialist- SMS	
October 23, 2019	Instruction	Cultural Liaison-Revilla Behavior Specialist- Open	
October 30, 2019	Safety-Bully & Harassment	Cultural Liaison-Open Behavior Specialist- Revilla	
Fish Philosophy of the Month	Make Their Day Find simple ways to serve or delight people in a meaningful, memorable way. It’s about contributing to someone else’s life—not because you want something, but because that’s the person you want to be.		

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November 6, 2019	Instruction	Cultural Liaison-FM Behavior Specialist- PH	
November 13, 2019	Safety-Suicide Prevention	Cultural Liaison-PH Behavior Specialist- HTE	
November 20, 2019	Social/Emotional Learning	Cultural Liaison-HTE Behavior Specialist- FM	
Fish Philosophy of the Month	Choose Your Attitude Take responsibility for how you respond to what life throws at you. Your choice affects others. Ask yourself: "Is my attitude helping my team or my students ? Is it helping me to be the person I want to be?"		
December 4, 2019	Instruction	Cultural Liaison-KCS Behavior Specialist- TSAS	
December 11, 2019	Safety-Do our Students and Parents Feel Safe Survey Results and Actions Needed	Cultural Liaison-TSAS Behavior Specialist- KCS	
December 18, 2019	Social/Emotional Learning-Teacher and Staff Mental Health	Cultural Liaison-SMS Behavior Specialist- Kayhi	
Fish Philosophy of the Month	Be There: Be emotionally present for people. It's a powerful message of respect that improves communication and strengthens relationships.		

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January 8, 2020	Instruction	Cultural Liaison-Kayhi Behavior Specialist- SMS	
January 15, 2020	Safety-Emergency Readiness & Management -	Cultural Liaison-Revilla Behavior Specialist- Open	
January 22, 2020	Social/Emotional Learning	Cultural Liaison-Open Behavior Specialist- Revilla	
January 29, 2020	Instruction	Cultural Liaison-FM Behavior Specialist- PH	
Fish Philosophy of the Month	Play Tap into your natural way of being creative, enthusiastic and having fun. Play is the spirit that drives the curious mind, as in “Let’s play with that idea!” You can bring this mindset to everything you do.		
February 5, 2020	Instruction	Cultural Liaison-PH Behavior Specialist- HTE	
February 12, 2020	Safety-Climate and Culture Survey	Cultural Liaison-HTE Behavior Specialist- FM	
February 19, 2020	Social/Emotional Learning	Cultural Liaison-KCS Behavior Specialist- TSAS	
February 26, 2020	Instruction	Cultural Liaison-TSAS	

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		Behavior Specialist- KCS	
Fish Philosophy of the Month	Make Their Day Find simple ways to serve or delight people in a meaningful, memorable way. It's about contributing to someone else's life—not because you want something, but because that's the person you want to be.		
March 4, 2020	Safety-Comprehensive Manual Review	Cultural Liaison-SMS Behavior Specialist-Kayhi	
March 11, 2020	Social/Emotional Learning	Cultural Liaison-Kayhi Behavior Specialist- SMS	
March 25, 2020	Instruction	Cultural Liaison-Revilla Behavior Specialist- Open	
Fish Philosophy of the Month	Choose Your Attitude Take responsibility for how you respond to what life throws at you. Your choice affects others. Ask yourself: "Is my attitude helping my team or my customers? Is it helping me to be the person I want to be?"		
April 1, 2020	Instruction	Cultural Liaison-Open Behavior Specialist-	

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April 8, 2020	Safety-Comprehensive Manual Review Finalized	Revilla Cultural Liaison-FM Behavior Specialist- PH	
April 15, 2020	Social/Emotional Learning	Cultural Liaison-PH Behavior Specialist- HTE	
April 22, 2020	Instruction	Cultural Liaison-HTE Behavior Specialist- FM	
April 29, 2020	Instruction	Cultural Liaison-KCS Behavior Specialist- TSAS	
Fish Philosophy of the Month	Be There, Play, Make Their Day and Choose Your Attitude		
May 6, 2020	Instruction	Cultural Liaison-TSAS Behavior Specialist- KCS	
May 13, 2020	Social/Emotional Learning	Cultural Liaison-SMS Behavior Specialist- Kayhi	
May 20, 2020	Social/Emotional Learning	Cultural Liaison-Kayhi Behavior Specialist- SMS	
May 27, 2020	Instruction	Cultural Liaison-Revilla Behavior Specialist- Open	
June 3, 2020	Last Day for Students		

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Trust: (Separate from Early Release Times) Incorporate transparency, accountability and integrity to rebuild trust with the many constituents of KGBSD through developing a district wide communication plan.

Information about the early release times and purpose will go up on the District and School Website as more details are confirmed with First Student Bus Company. The scheduled roll out date for confirmed information is set for June 27, 2019.

In closing, I have included celebrations that kicked off the summer, project updates, state report findings, vacation times and district office closing days, updates on the newly adopted science standards, staffing updates and other important information.

Beth Lougee, Superintendent

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Ketchikan Arts/Culture Institute: June 3-14, 2019

Over 25 teachers representing four different communities and schools in Alaska attended the two week long Arts/Culture Institute held in Ketchikan. Thank you Alaska Arts Education Consortium, Sealaska Heritage, Ketchikan Indian Community and KGBSD for coming together to provide an educational experience for teachers across Alaska.

Presented by Alaska Arts Education Consortium, Sealaska Heritage, Ketchikan Gateway Borough School District, and supported by Ketchikan Indian Community



Houghtaling Roof Project Update-TBA (waiting on updates from Maintenance Foreman)

Kayhi Welding Project Update-TBA (waiting on updates from Maintenance Foreman)

District Office Closed July 4-5, 2019

In policy the July 4th holiday includes the day before the 4th. Since the 3rd and the 4th are on a Wednesday and Thursday it was requested that instead of the 3rd as a holiday, we offer Friday July 5th to allow year round district office staff to have a long weekend rather than breaking up the week.

Beth Lougee (July 1-12) Vacation: I will be out of the office and district. I will be visiting family in Colorado and Wyoming. Alonso Escalante will be Acting Superintendent. Katie Parrott will be acting superintendent July 11-12 while Beth and Alonso are out of district.

Beth Lougee (July 27-29) Out of District for the Alaska Superintendent Training

This training provides the opportunity to come together and collaborate with colleagues in Juneau at this important time in public education. Gain insights into enacted legislation, as well as initiatives and changes being advanced by Commissioner Johnson and the Alaska Department of Education and Early Development.

Alonso Escalante (June 21-July 5) and (July 11-July 19) Vacation

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The Child Nutrition Programs Summer Food Service Program Specialist visited the Ketchikan Summer Lunch Programs on June 18, 2019. There were NO corrective action requirements. Excellent job to the summer lunch staff, Vicki Wallace, Katie Parrott and Madonna Brock.

KGBSD Special Education Disproportionality Report

Background: States are required by the Individuals with Disabilities Education Act (IDEA) to examine data to determine whether students of certain races and ethnicities are more likely to be: identified for special education; placed in specific disability categories; placed in more restrictive settings; and disciplined. While Congress included disproportionality in IDEA 1997, IDEA 2004 strengthened the requirements for states to examine data, added a reporting mechanism (the SPP and APR), and included sanctions for significant disproportionality. Federal resources on Disproportionality and Equity are available at <https://www.osepideasthatwork.org/federal-resources-stakeholders/disproportionality-and-equity>.

Dear Superintendent Lougee,

As required by the Individuals with Disabilities Education Act, DEED has conducted an analysis of special education data to determine disproportionality by race or ethnicity for: identification for special education; identification for specific disability categories; placement in specific settings; and discipline.

*Attached you will find your district's disproportionality report. **Your district was not identified as having disproportionality in the required categories. No additional action is required.***

Thank you all special education providers, regular education teachers, administration, professional service providers and special education director for continued services and dedication to our students.

2019-2020 KGBSD Assessment Calendar

2019 – 2020 Assessments

Dates	Assessment Name	Grade Levels
September 17 – November 1, 2019	Alaska Developmental Profile (ADP)	Kindergarten (and eligible 1 st graders)
February 3 – March 31, 2020	WIDA ACCESS for ELLs	ELs in grades Kindergarten through 12 th grade
March 16 – May 1, 2020	Alternate Assessment (DLM)	Grades 3 through 10
March 30 – May 1, 2020	Performance Evaluation for Alaska's Schools (PEAKS), Computer-based	Grades 3 through 9
March 30 – May 1, 2020	Alaska Science Assessment, Computer-based	Grades 4, 8, and 10
April 6 – April 17, 2020	Performance Evaluation for Alaska's Schools (PEAKS), Paper-based	Grades 3 through 9
April 6 – April 17, 2020	Alaska Science Assessment, Paper-based	Grades 4, 8, and 10

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NEW! State Board Adopts Revised Science and Digital Literacy Standards, Adds Computer Science Standards

The State Board of Education and Early Development, meeting June 7 in Anchorage, adopted amendments to regulations that update the K-12 science standards, update the technology standards as digital literacy standards, and add computer science standards as a new content area.

Professional Development Calendar

2019-2020 Professional Development and Training Dates and Times	What	Where
August 21-23 (8:00 -3:00)	New Teacher/Staff Orientation	District Office Room 132
*August 23	New Teacher/Staff Orientation Work Day in Classrooms/Office	@ Each Building
August 22-23	Paraprofessional Trainings	District Office Room 132
August *26	Welcome Back To School and 2019-2023 Strategic Plan Mission, Vision and Goals Roll Out!!	Kayhi Auditorium
August *26	All Schools-Safety Training	TBA @ Each Building
August 27	All District Staff-FISH Philosophy	Kayhi
September 23	Coding.org Gr. K-5 Trauma Sensitive Day	District Office Room 132 Kayhi (auditorium and classrooms)
September 4-June 3 (Wednesday's Only-Early Release)	See Attached Calendar	@ Each Building
TBA-Todd White will be on campuses working directly with administration and teachers.	Todd White: Phocused on Learning	@ Each Building or in Room 132-agenda's will be sent out before each visit

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Staffing

Filled: Administrative Assistant to the Superintendent: Congratulations to Candice Arrington who will begin working for KGBSD on July 8, 2019.

Houghtaling Assistant Principal: The Houghtaling Assistant Principal position is open until filled. Mr. Cron, Houghtaling Principal, is out of the country until June 24th and selection of candidates and interviews will take place after June 24th. Interviews are being scheduled for the week of July 15, 2019.

Director of Maintenance: Interviews are being scheduled for the week of July 15, 2019.

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Memo

To: Beth Lougee, Interim Superintendent
From: Katie Jo Parrott, Business Manager
CC: Kerry Watson, Board Clerk
Date: June 21, 2019
RE: Business Report

E-rate Program

On May 3rd, we received the funding commitment decision letter from the Universal Service Administrative Co. for the district's Category 1 e-rate program funding year 2019 to subsidize our internet access with KPU. This provides \$95,527.85 of revenue, which is 70% of the total costs of \$136,082.64. (The district is liable for the 30%.)

Shortly thereafter, we received the funding commitment decision letter for the district's Category 2 project to upgrade the district's wireless access points, which provides \$118,028.40 in revenue to support total costs of \$168,612 for the project. Funds for the expenditure of the difference, \$50,583.60, are included in the FY19 budget.

The additional funds received will require a budget adjustment for e-rate program revenue for FY20.

Per Pupil Expenditure Reporting

The State is now releasing guidance on moving to per-pupil expenditure reporting in accordance with ESSA. I am pleased to report that the district's expenditure accounting is largely already set up to facilitate this reporting.

Information can be found here: <http://www.alasbo.org/wp-content/uploads/2019/05/Per-Pupil-Expenditure-Reporting-Presentation.pdf>

End-of-the-Year Close out

Business office staff are working to close out the year, making final payments, closing open PO's and evaluating encumbrances that haven't been expended and may need to be accounted for in the new budget year. (One such encumbrance is the Firefly order for Chrome books, which was budgeted this year but will not be received until FY20.) We are working to ensure we are ready to go in the new fiscal year, which will bring about many changes to procedures and practices to increase compliance and match best practice standards for school business. We are convening a weekly summer work group to collectively review and implement SOPs and policy updates, and are implementing new technology systems to assist in the process as well (free to us through our insurance brokers & associations).