

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT**

**BOARD OF EDUCATION**

**AGENDA STATEMENT**

**No 8b.**

**MEETING of: June 11, 2025**

**Item Title**

**CONSENT CALENDAR**

**Approval of the regular meeting minutes of March 26, 2025**

**SUBMITTED BY: Chloe Hall, 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 26, 2025**  
**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 26<sup>th</sup> day of March 2025, in the Ketchikan Gateway Borough Assembly Chambers. Board Vice President Jordan Tabb 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:

Vice President Jordan Tabb, Clerk-Treasurer Katherine Tatsuda, Members Judy Leask Guthrie, Tom Heutte, Ali Ginter and Student Member Lilly Pader.

JoAnn Henderson and Peter Hoepfner with AASB appeared via Zoom.

Administrative staff present included Superintendent Michael Robbins and School Board Clerk Chloe Hall.

Board member Keenan Sanderson had an excused absence.

**ORGANIZATION OF THE BOARD**

Superintendent Robbins took lead of the meeting to elect Board Officers.

Election of the President -

President Nominee: TABB

M: Heutte

President Nominee: TATSUDA

M: Ginter

The members voted by secret ballot and the votes were tallied by the Clerk. There was not a majority vote, so the Clerk handed out a second round of secret ballots. The votes were tallied by the Clerk, and announced the President as Katherine Tatsuda.

Katherine Tatsuda took over the meeting and opened the floor nominations for Vice President.

Election of the Vice President -

Vice President Nominee: Heutte

M: Tabb

Vice President Nominee: Tabb

M: Tatsuda

The members voted by secret ballots and the votes were tallied by the Clerk. President Tatsuda announced the Vice President as Jordan Tabb.

Election of the Clerk-Treasurer -

Clerk-Treasurer Nominee: Heutte  
M: Tabb

Clerk-Treasurer Nominee: Leask-Guthrie  
M: Tatsuda

The members voted by secret ballots and the votes were tallied by the Clerk. President Tatsuda announced the Clerk-Treasurer as Tom Heutte.

### **APPROVAL OF AGENDA**

Motion to approve the agenda with a modification of moving the student report ahead of citizen comments.

**M/S:** Tabb/Ginter

ROLL CALL:

YES - Pader, Guthrie, Heutte, Ginter, Tabb, Tatsuda

The agenda was approved as modified.

### **PUBLIC RECOGNITION**

Kanayama-Gero Exchange Students

President Katherine Tatsuda welcomed the Kanayama-Gero Exchange students. The group leader thanked Ketchikan for continuing the exchange program. Kanayama-Gero exchange students took turns coming up to the podium and sharing about their experiences with the program. The students presented the School Board with a flag as a present.

### **STUDENT REPORT**

Lilly Pader reported that Kayhi classes have resumed after the landslide. Kayhi is preparing for various events, including the SAT and ACT exams, Music Fest, and Prom.

Motion to further amend the agenda to move the Ocean Guardian School by TSAS ahead of citizen comments.

M: Tabb

NO OBJECTIONS

Ocean Guardian School - TSAS

TSAS Staff and students gave a presentation on being an Ocean Guardian School, the only one recognized in the District at this time. Ocean Guardian collaborates with students to protect local waterways. The students' efforts included projects designing reusable shopping bags, and building and installing local cleanup stations at Ketchikan beaches. The students and staff do projects like these to demonstrate their commitment to environmental stewardship.

### **CITIZEN REMARKS**

Ali Cook, parent in the district, opposes the proposed specialization plan.

Leo Perry, student at Houghatling, asked the board not to proceed with school specialization.

Starla Booth, parent in the district, thanked the board for listening to everyone speak. Booth urged the board

to reconsider the school specialization plan.

Paige Booth, student at Houghtaling, asked the board to not restructure schools.

Dave Timmerman, Ketchikan citizen, expressed frustration with the lack of communication from the board, emphasizing the importance of regular updates and transparency.

Jason House spoke to the board in the capacity of a citizen, and parent of two district students. House urged the board to reaffirm their decision to restructure the schools. House believes the plan offers stability and potential for positive outcomes for students, staff, and families.

Caitlin Jacobson, Kayhi Librarian, expressed concern about removing the option to withhold transcripts for unpaid library fines in board policy.

Linda Williams, Saxman resident, expressed frustration with the lack of communication from the School Board and Superintendent in response to public comment.

Rob Holston, Ketchikan resident, highlights obesity rates, emphasizing the need for stricter policies. Holston suggests eliminating Health and PE instructors and proposing alternative approaches to combat obesity and its associated diseases.

Nikole Leininger, paraprofessional at Houghtaling elementary school, believes the current specialization plan should be reconsidered.

Spring Berry, community member, asks the board to improve communication, and gave suggestions such as a newsletter or SMS alert system to keep parents informed and engaged.

Angela Blandov, parent of a child in the district, opposes the school restructuring plan. Blandov is concerned about the impact on her child, who has multiple diagnoses and would face challenges with longer bus rides.

Darby Mainardi, parent and community member, expressed concern about the district's restructuring plan. Mainardi asked for a more transparent budget process, allowing the community to participate in cost-cutting ideas.

Rob Arnold, community member, advocates for transparency regarding the budget and the proposed new plan.

Nicole Lynn, parent in the community, asks the board to consider other solutions and emphasizes the importance of community input and communication in decision-making processes.

Kelsey McNeil, parent in the community, expressed gratitude for the school board's efforts and encouraged more positive community response. McNeil emphasized the importance of considering the community's priorities, such as neighborhood schools.

Frankie Urquhart, teacher at Kayhi, spoke to the board against the school specialization plan.

Steve Thomas, community member, expressed disappointment in the community's treatment of school board members, and his thoughts on the school restructuring plan.

President Tatsuda shared a letter to the board from Tiffany Cook, parent, urges the board to reconsider the

restructuring plan.

President Tatsuda shared a letter to the board from Jeff Hendrickson, who disagrees with the restructuring plan.

President Tatsuda shared a letter to the board from Allison Jones, parent in the community. Jones opposes the school restructuring plan, preferring to absorb smaller classes into existing classes. Jones urges the board to reconsider the restructuring plan.

President Tatsuda shared a letter to the board from Jasmine Pattison, parent, who expressed gratitude to the school board for their dedication and service. Pattison shared concerns about the restructuring plan.

President Tatsuda shared a letter to the board from Mathew Boyd, teacher at Point Higgins Elementary, sharing his thoughts on the restructuring plan, and the financial impacts it would have.

**Recess from 7:50-8:00 p.m.**

### **INFORMATION AND REPORTS FROM BOARD MEMBERS**

President Tatsuda shared that she had been to recent Borough Assembly meetings and given reports sharing district and school successes. Tatsuda shared that the Borough Mayor had expressed gratitude to the school board, acknowledging improvements in the recent months.

### **REPORTS FOR INFORMATION:**

FY2024-2025 Finances

Superintendent Robbins shared information regarding the FY2024-2025 Finances for Business Manager Daniel Schuler. Robbins spoke to the board about the debt reduction, and shared with the board that the district is currently under a hiring freeze for non-essential personnel and a spending freeze for non-essential items.

**No Objections, CLAIMS APPROVED**

b. February Board Financial Report  
M/S: Heutte/Guthrie

**No Objections, REPORT APPROVED**

### **REPORTS**

America 250 report from Borough Assembly member Sharli Arntzen

Arntzen reported that Ketchikan has an opportunity to participate in the America 250 initiative, a multi-year campaign celebrating the 250th anniversary of the Declaration of Independence. The initiative includes various programs, such as America's Invitation, America's Stories, and America's Field Trip, which encourages youth to express their views on America through artwork or essays. Arntzen hopes to inspire the community to participate in these programs and come together to celebrate what makes Ketchikan a great place to live.

### **SUPERINTENDENT REPORT**

Superintendent Robbins began by sharing thanks to all the admin, administrative assistants, staff, and the Borough for their help after the landslide, including providing buses for students. Robbins shared the district has a 173-day calendar, but three days were waived due to the landslide emergency, which the state supported. Robbins shared that he had testified to the Senate Education Committee about increasing the base student allocation, and it was well received. Robbins shared that the district has a new food service director, Carrie Davis, and shared thanks to Jim Lindell who is retiring for his service. Robbins reminded everyone that there is a budget website and shared where to find it. Lastly, he shared thanks for all the emails of support and

appreciation he had recently received.

**NEW BUSINESS**

Motion to approve the District Reduction In Force plan.

M/S: Tabb/Guthrie

**DISCUSSION:**

Superintendent Robbins shared that a reduction in force plan is being prepared as a contingency in case of budget cuts. The plan is a precautionary measure, as the final decisions on specialization and funding are still pending. Board members asked clarifying questions about the budget process and the RIF plan. The plan outlines potential cuts based on the direction of the Board and the final budget amount.

**ROLL CALL:**

YES: Tabb, Heutte, Ginter, Guthrie, Tatsuda

**(MOTION APPROVED 5-0)**

Motion to accept the resignation of Michelle O'Brien from the Board of Education effective immediately and declare her seat vacant.

M/S: Tabb/Guthrie

**DISCUSSION:**

None

**ROLL CALL:**

YES: Heutte, Ginter, Tatsuda, Tabb, Guthrie

**(MOTION APPROVED 5-0)**

Motion to approve approve a contract with AASB for services to conduct a superintendent search, in the amount of \$14,790, plus reimbursement of reasonable expenses including travel, lodging, meals.

M/S: Heutte/Tabb

**DISCUSSION:**

Superintendent Michael Robbins submitted his resignation on March 17, 2025, effective June 30, 2025. The Board of Education will need to engage a formal process for seeking a permanent Superintendent and talked with JoAnn Henderson and Peter Hoepfner, both representatives from AASB, about the potential of contracting for services to facilitate the search and selection process. The association offers several levels of involvement in that process. Henderson spoke with the board regarding the scope of services, finalist selection, Superintendent selection, along with timelines for the process. Henderson and Hoepfner took questions from board members.

**ROLL CALL:**

YES: Tabb, Heutte, Guthrie, Ginter, Tatsuda

**(MOTION APPROVED 5-0)**

Motion to approve an additional authorization for a three-year lease agreement with American Capital

Finance in the amount not to exceed \$55,000 for fiscal year 2024-2025 and \$165,000 over the three-year term of the agreement.

M/S: Tabb/Guthrie

DISCUSSION:

Superintendent Robbins shared that VMWare is software essential for running multiple operating systems and is crucial for the district's operations, including PowerSchool and cameras throughout the district. The recent price increase is due to a company buyout.

ROLL CALL:

YES: Tabb, Guthrie, Heutte, Ginter, Tatsuda

**(MOTION APPROVED 5-0)**

**DISCUSSION**

Health Care Task Force

Superintendent Robbins shared that A healthcare task force will be created to analyze the district's self-insured healthcare program, which accounts for a portion of the budget. The task force, which will include school board members, district office staff, and KEA representatives, will meet this spring and fall to gather data and identify potential changes. Early formation of the task force aims to provide a better understanding of healthcare costs and facilitate informed decisions during upcoming negotiations. Members asked clarifying questions on the task force and the timeline regarding the task force.

Alternate School Structure Plan for FY26

Superintendent Robbins shared information regarding the alternative school structure plan for FY26, sharing the cost savings that implementing multi-age or split grade classrooms would have. Robbins shared that additional savings could be achieved, and gave examples. The Borough's contribution will impact the final budget. Board members asked clarifying questions on the budget numbers presented, and the alternative school structure plan.

Media outreach and communication

The board discussed improving communication and media outreach. Suggestion included a consistent outreach strategy, a board newsletter, and utilizing radio, social media, and email to connect with staff and families. The board emphasized the importance of realistic and sustainable approaches.

BP 6174.10- Indian Policies and Procedures

The board discussed BP 6174.10, a policy regarding tribal consultation. The board discussed the Native Education Committee working in collaboration with AASB and the Policy Committee for a more comprehensive and workable policy.

**Motion to adjust the adjournment time to 10:30 p.m.**

M/S: Tabb/Guthrie

No Opposition

The Board entered into recess from 9:42-9:52 p.m.

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

Motion to enter into public hearing regarding  
M/S: Heutte/Guthrie  
NO OBJECTIONS

Motion to revise BP 1250 volunteer assistance, in first reading.

M/S: Heutte/Guthrie

PUBLIC COMMENT:  
None

DISCUSSION:  
Member Heutte gave a brief report, sharing that the updates will establish regulations on volunteers within the school district.

ROLL CALL:  
YES: Ginter, Heutte, Guthrie, Tabb, Tatsuda

**(MOTION APPROVED 5-0)**

Motion to revise BP 5125.3 withholding grades, diploma or transcripts, in first reading.

M/S: Heutte/Tabb

PUBLIC COMMENT:  
None

DISCUSSION:  
Member Heutte discussed that the policy revisions come recommended by AASB, to change the wording of the policy to not withhold grades, diplomas, or transcripts for unreimursed damages to school property.

ROLL CALL:  
YES: Tabb, Ginter, Heutte, Guthrie, Tatsuda

**(MOTION APPROVED 5-0)**

Motion to revise BP 5131.3 bus conduct, in first reading.

M/S: Tabb/Heutte

PUBLIC COMMENT:  
None

DISCUSSION:  
Member Heutte shared that the updates to this policy are primarily focused on language surrounding positive behavior on school busses.

ROLL CALL:  
YES: Tabb, Ginter, Guthrie, Heutte, Tatsuda



**(MOTION APPROVED 5-0)**

Motion to revise BP 5131.5 vandalism, theft and graffiti, in first reading.

M/S: Tabb/Guthrie

PUBLIC COMMENT:

None

DISCUSSION:

Member Heutte shared that this is also a recommendation from AASB, sharing that this also primarily was an update to language in the policy regarding withholding students grades or transcripts in relation to vandalism, theft, or graffiti.

ROLL CALL:

YES: Tabb, Guthrie, Ginter, Heutte, Tatsuda

**(MOTION APPROVED 5-0)**

Motion to revise BP 5141.51 at-risk youths, in first reading.

M/S: Tabb/Guthrie

PUBLIC COMMENT:

None

DISCUSSION:

Member Heutte gave an update on the proposed changes to the policy, including language regarding students risk factors and assessments.

ROLL CALL:

YES: Heutte, Guthrie, Ginter, Tabb, Tatsuda

**(MOTION APPROVED 5-0)**

Motion to revise BP 6161.20 damaged or lost instructional materials and equipment, in first reading.

M/S: Tabb/Guthrie

PUBLIC COMMENT:

None

DISCUSSION:

Member Heutte gave an update on the minimal language changes to this policy.

ROLL CALL:

YES: Heutte, Guthrie, Tabb, Ginter, Tatsuda

**(MOTION APPROVED 5-0)**

## **BOARD COMMENTS**

Member Ginter shared that she is excited for the upcoming changes to the communication the board puts out to the public.

Member Heutte shared his thanks to President Tatsuda for stepping into the roll during a difficult time.

Member Guthrie shared her thanks to President Tatsuda, Vice President Tabb, and Clerk-Treasurer Heutte. Guthrie also thanked the audience for attending the meeting and participating in public comment.

President Tatsuda shared her thanks to everyone for attending, and her hopes for the future of the board as they move forward with the communication updates and other good things the board has coming.

## **ADVANCE PLANNING**

School Board meeting and/or work session Wednesday, April 9 & 23, at 6:00 p.m. in the Borough Assembly Chambers

ADJOURNMENT at 10:12 p.m.

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BOARD PRESIDENT  
Katherine Tatsuda

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Board Vice President  
Jordan Tabb

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Clerk Treasurer  
Ali Ginter