



## Ketchikan Gateway Borough School District

333 Schoenbar Rd. • Ketchikan, Alaska 99901

Ph. (907) 247-2109 Fax: (907) 247-3820

Melissa Johnson, Interim Superintendent • Katie Jo Parrott, Business Manager

Catherine Alilin, Human Resources Manager • Alonso Escalante, Curriculum Director

Derek Meister, Special Services Director • Linnaea Troina, COVID Communications and Public Relations Director

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# Memo

**To: KGBSD School Board Members**  
**From:** Melissa Johnson, Interim Superintendent  
**CC:** Kerry Watson, Board Clerk  
**Date:** August 6, 2021  
**RE: Superintendent Report for August 11th meeting**

**Start Strong Committee** held a work session on Tuesday, August 3rd, to discuss modifications to the district's COVID mitigation plan. Linnaea Troina was the lead facilitator of the Start Strong Committee, and will present the draft of the risk levels and the plan on how we are starting the school year at the August 11th School Board Meeting.

[KGBSD Start Strong 21-22 Timeline and Risk Levels Draft](#)

*\*This is a working, changing document; the PDF's attached may be outdated, so please check the link to the documents often.*

**Linnaea Troina** has been hired as the **COVID Communications and Public Relations Director** for the 2020-2021 school year. We are super excited to have Linnaea joining the district office administrative team in this capacity. She will primarily focus on communicating current information about policies and situations involving COVID-19, but will also work on public relations tasks for the school district. We are currently advertising an Assistant Principal/Athletic Director at Ketchikan High School due to Linnaea's reassignment.

On August 12th, the Start Strong Committee will host a community question-and-answer session in the Ketchikan High School Auditorium at 6:00 PM. The committee's plan is to share their draft plan with stakeholders and receive feedback that they can use to modify the draft moving forward.

Monday, August 9th we will be mailing out a "Welcome back" letter to all KGBSD staff, which will include a schedule for their district-wide professional development on August 23rd. They should expect to receive their letters by Wednesday, August 11th. I look forward to working with the KGBSD staff in this upcoming school year!

I hope everyone is having a pleasant and refreshing summer. I'm looking forward to welcoming new teachers to the 2021-2022 school year at their orientation days (August 19th-20th), and then welcoming all staff on their professional development day on August 23rd!



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### **New Teacher Orientation Agenda will include the following information:**

- Meet Administration and Directors
- Meet KEA President
- Meet Cultural Coordinator
- Alaska Cultural Standards for Educators
- Frontline Absence Management, FMLE, Mandated Training, Ivisions
- Teacher Evaluation Training
- Payroll & Benefits
- Teacher Reimbursements
- District Resources
- K21 Email
- PowerSchool
- CANVAS
- District-issued laptops issued
- “Red Book” training - Safety?
- Documentation and reporting processes?
- Grade-level curriculum review?
- Q & A
- Gift bags

# KGBSD Start Strong Timeline

DATES	PLAN	DETAILS
August 23 - 25	Staff Training/ Planning	<ul style="list-style-type: none"> <li>● Building-Level Professional Development (PD) &amp;</li> <li>● Staff work day</li> </ul>
August 26 & 27	First Two Days with Students	<ul style="list-style-type: none"> <li>● Students attend their first day of school on either August 26 or August 27</li> <li>● 50% groupings determined at building level</li> <li>● Kindergarten Rolling Start</li> <li>● Preschool Screening</li> <li>● Full schedule on both days (no early release on Friday)</li> </ul>
August 30 - September 3	Full Week	<ul style="list-style-type: none"> <li>● Kindergarten-12th grades full week</li> <li>● Preschool Screening?</li> </ul>
September 6: Labor Day Buildings closed, no online activity  September 7 - Onward	Schools Operate per KGBSD Smart Start 21 Mitigation Plan	Low/Moderate/Medium/High Risk scenarios implemented as deemed appropriate and necessary

***Please remember: Fridays = early release days.  
Each building has a different release time.***



# KGBSD Start Strong Risk Levels Basic Operating Overview

LOW RISK	MODERATE RISK
<p><b>Educational Delivery Method:</b> 100% in-person</p> <p><b>Masking:</b> Optional at all schools</p> <p><b>Visitors:</b> Welcome, must be masked</p> <p><b>Activities:</b> Operating with no restrictions</p>	<p><b>Educational Delivery Method:</b> 100% in-person</p> <p><b>Masking:</b> Middle schools &amp; high schools: Required Elementary schools: Recommended in cohorted classrooms, required in common areas</p> <p><b>Visitors:</b> Invited, pre-approved, educationally- based visitors only, must be masked</p> <p><b>Activities:</b> 50% spectator capacity</p>
MEDIUM RISK	HIGH RISK
<p><b>Educational Delivery Method:</b> 100% in-person</p> <p><b>Masking:</b> Required in all areas</p> <p><b>Visitors:</b> No visitors allowed</p> <p><b>Activities:</b> No spectators</p>	<p><b>Educational Delivery Method:</b> 100% remote</p> <p><b>Masking:</b> N/A</p> <p><b>Visitors:</b> N/A</p> <p><b>Activities:</b> None</p>



## **KGBSD Smart Start Plan: Educational Options**

### **Options for Students:**

- **enroll at a school site; attend classes according to the risk scenario schedules being implemented;**
- **enroll in one of the distance learning options (noted below)**

**Enrollment deadline: August 25, 2021**



# Ketchikan Distance Learning Options

**(907) 247-2127**

Single Point of Contact  
Fast Track Office

**Fast Track  
Homeschool  
K-12**

**AkDA  
Online  
6-12**



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8/6/2021

### Curriculum Report: Social Studies

1. The Social Studies Curriculum Committee met on August 6<sup>th</sup> to review curricular materials for world history, US history, and Street Law. In attendance: Diane Gubatayao, Bridget Mattson, Susan Stone, David Mitchel, Caitlin Jacobson, Gara Williams, and myself.
2. The materials will be displayed in the White Cliff building on Wednesday before the school board meeting in case members of the public want to peruse any of the potential textbooks and give feedback at the school board meeting. This will be advertised in the newspaper.
3. The old dilapidated textbooks will also be on display so everyone can see the urgency in purchasing new books for our students.
4. The consensus is that we are looking for a classroom set with electronic access for teachers and students.

### Other subjects under review this year:

1. Math will be the big one this year since it is K-12.
2. Library
3. Spanish

Respectfully submitted,  
Alonso Escalante