

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA STATEMENT

No 8 a.

MEETING of: April 24, 2024

Item Title

**CONSENT CALENDAR**

Approval of the regular meeting minutes of April 10, 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 and WORK SESSION  
Meeting of  
April 10, 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 10<sup>th</sup> day of April 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, Melissa O'Bryan, Katherine Tatsuda and Student Member Lily Gosnell.

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

**APPROVAL OF AGENDA**

The agenda was approved.

**PUBLIC RECOGNITION**

President Bradford read proclamations regarding the Month of the Military Child and School Library Month which are recognized nationally in April of 2024.

**CITIZEN REMARKS**

No citizens came forward for citizen remarks.

**INFORMATION AND REPORTS FROM BOARD MEMBERS**

Member Heutte reported that the policy committee had met on April 1 to review policies and decide which ones to send to the board for revision approval.

Member Tatsuda reported that the finance committee had met on April 3 to review the beginning of the FY 25 budget process.

Member Sanderson reported that the curriculum committee had met on April 4 to review the suggested changes to the social studies curriculum.

**REPORTS FOR INFORMATION:**

none

**STUDENT REPORT**

Student Member Gosnell reported the current events and activities at Ketchikan High School. She highlighted team sports trips, upcoming games and upcoming club events occurring in the next week.

**SUPERINTENDENT REPORT**

Superintendent Robbins invited Todd White, a consultant from PhocuseD on Learning, to the podium to speak about the Strategic Plan which he facilitated over the last few months. Mr. White summarized the timeline and process of creating the KGBSD Strategic Plan document. Superintendent Robbins followed up with an update of what is occurring in the legislature and in the school district. He highlighted a letter he received from DEED commending the Special Education department for their outstanding progress in special education compliance.

## **ACTION ITEMS**

### **CONSENT CALENDAR**

- a. Motion to approve the regular meeting minutes of March 27, 2024
- b. Motion to approve offering a certified contract to Alexandria Baucco for the remainder of the 2023-2024 school year.
- c. Motion to approve offering certified administrator contracts to Michael Cron and David Lindquist for the 2024-2025 school year.
- d. Motion to approve a contract with Siemens Industry, Inc. for Building Automation Services
- e. Motion to approve offering teaching contracts to Brittany Tyus (Thompson), Brooklyn Sudnikovich-Eddy, Paxton Potter, Laura Kossak, Louisa Ortiz, and Max Collins for the 2024-25 school year.

Motion to approve the consent calendar of April 10, 2024.

M/S: SANDERSON/GUTHRIE

ROLL CALL: 7 YES

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

MOTION APPROVED

### **UNFINISHED BUSINESS**

NONE

### **PUBLIC HEARING**

President Bradford offered the public an opportunity to comment on any of the proposed policies up for change in first reading.

No citizen came forward to comment on the proposed changes to the following policies.

- a. Motion to approve revisions to Board Policy 0100 Philosophy, in first reading

M/S: ANDERSON/SANDERSON

DISCUSSION: Member Heutte explained the addition of language to fall in line with other policies regarding culturally responsive education.

ROLL CALL: 7 YES

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

MOTION APPROVED

- b. Motion to approve revisions to Board Policy 1340 Access to District Records, in first reading

M/S: SANDERSON/ANDERSON

DISCUSSION: Member Heutte explained the addition of maintaining records in accordance with the State of Alaska Model Records Retention Schedule for Alaska School Districts

ROLL CALL: 7 YES

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

MOTION APPROVED

- c. Motion to approve revisions to Board Policy 1000 Concepts and Roles, in first reading

M/S: SANDERSON/GUTHRIE

DISCUSSION: Member Heutte explained the proposed revisions.

ROLL CALL: 7 YES

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

MOTION APPROVED

- d. Motion to approve revisions to Board Policy 1312 Public Complaints Concerning the Schools, in first reading.

M/S:ANDERSON/GUTHRIE

DISCUSSION: Member Heutte explained the revisions surrounding public complaints, highlighting working from the lowest, informal level while staying culturally responsive.

ROLL CALL: 7 YES

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

MOTION APPROVED

President Bradford opened a second public hearing for the remaining policies on the agenda in second reading.

No citizen came forward to comment on the proposed changes to the following policies.

- e. Motion to approve revisions to Board Policy 3291 Revenue – Grant Application, in second reading.

M/S: SANDERSON/GUTHRIE

DISCUSSION: NONE

ROLL CALL: 7 YES

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

MOTION APPROVED- POLICY EFFECTIVE

- f. Motion to approve revisions to Board Policy 1260 Visits to the Schools, in second reading

M/S: SANDERSON/ANDERSON

DISCUSSION: NONE

ROLL CALL: 7 YES

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

MOTION APPROVED- POLICY EFFECTIVE

- g. Motion to approve revisions to Board Policy 4112.61 Employment References, in second reading.

M/S: ANDERSON/SANDERSON

DISCUSSION: NONE

ROLL CALL: GOSNELL (PREFERENTIAL,) GUTHRIE, O'BRYAN, HEUTTE, ANDERSON, SANDERSON, TATSUDA, BRADFORD

MOTION APPROVED- POLICY EFFECTIVE

- h. Motion to adopt Board Policy 4119.25 Political Activities of Employees, in second reading.

M/S: GUTHRIE, SANDERSON

DISCUSSION: NONE

ROLL CALL: 7 YES

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

MOTION APPROVED- POLICY EFFECTIVE

**WORK SESSION- FY 25 Budget**

M/S: ANDERSON/SANDERSON

No objections to entering a work session to discuss the KGBSD 2024-2025 Budget

Work session entered at 6:50 p.m.

Business Manager Daniel Schuler gave a presentation to the School Board regarding the proposed fiscal year 25 school district budget. Through the presentation, school board members asked questions and received answers from Business Manager Schuler and Superintendent Robbins. President Bradford asked district staff to work on a budget that does not assume an increase in state funding, in the case the legislature does not pass the proposed increase.

Exited from work session at 7:57 p.m.

President Bradford called for a recess from 7:57 p.m. to 8:05 p.m.

#### EXECUTIVE SESSION

pursuant to BP 9321 on subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion, regarding an employee evaluation.

President Bradford explained that the Superintendent's Evaluation is confidential and no action would be taken during the executive session.

Motion to enter into an executive session pursuant to BP 9321 on subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion, regarding an employee evaluation.

M/S: GUTHRIE/ANDERSON

ROLL CALL: 7 YES

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

President Bradford excused Student Member Gosnell for the remainder of the meeting.

Entered Executive Session at 8:08 p.m.

Exited Executive Session at 9:34 p.m.

President Bradford stated the board had given direction during the executive session to bring a contract modification for the Superintendent to the next regular meeting.

#### **NEW BUSINESS**

- a. Motion for the Board of Education to direct the Board President or his designee to prepare an extension and/or modification to the Employment Contract with Mr. Michael Robbins as Superintendent of Ketchikan Gateway Borough School District, as discussed during the Superintendent's evaluation, for consideration and action at the next regular meeting.

M/S: SANDERSON/HEUTTE

DISCUSSION: NONE

ROLL CALL: 7 YES

O'BRYAN, TATSUDA, HEUTTE, SANDERSON, GUTHRIE, ANDERSON, BRADFORD

MOTION APPROVED

- b. Motion for the Board of Education to approve submitting a request to increase the Spending Authority (\$2,307,546) and corresponding Local Appropriations to the Local Education Fund (\$1,622,848) in order to match the overarching Spending Authority necessary to accommodate the budget revisions approved by the Board of Education

M/S: HEUTTE/SANDERSON

DISCUSSION:

President Bradford offered an amendment to the motion, requesting additional language of "to the Ketchikan Gateway Borough Assembly" to be included to the main motion.

Motion for the Board of Education to approve submitting a request to the Ketchikan Gateway Borough Assembly to increase the Spending Authority (\$2,307,546) and corresponding Local Appropriations to the Local Education Fund (\$1,622,848) in order to match the overarching Spending Authority necessary to accommodate the budget revisions approved by the Board of Education

M/S: BRADFORD/ANDERSON

ROLL CALL: 7 YES

SANDERSON, HEUTTE, GUTHRIE, O'BRYAN, TATSUDA, ANDERSON, BRADFORD

AMENDMENT APPROVED

ROLL CALL ON AMENDED MOTION: 7 YES

SANDERSON, HEUTTE, GUTHRIE, ANDERSON, TATSUDA, O'BRYAN, BRADFORD

MOTION APPROVED

c. Motion to approve the District Reduction In Force plan.

M/S: GUTHRIE/O'BRYAN

DISCUSSION:

Superintendent Robbins explained this plan is the same as approved last year. He explained it is a good measure to have a plan in place in case it is needed.

ROLL CALL: 7 YES

ANDERSON, TATSUDA, GUTHRIE, O'BRYAN, HEUTTE, SANDERSON, BRADFORD

MOTION APPROVED

### **BOARD COMMENTS**

Member Tatsuda thanked Superintendent Robbins and Business Manager Schuler for the budget work they have done.

Member Guthrie commented on the busy time of year and expressed her appreciation of the work by school district staff.

Member Heutte expressed his view of the shortfall the state has offered in school funding since 2017.

Clerk- Treasurer Anderson commented that she hopes the governor listens to the majority of the legislators who support an increase in school funding.

President Bradford asked staff to bring an update on the English as Second Language program.

### **ADVANCE PLANNING**

- a. Assembly/School Board Liaison Committee meeting Tuesday April 16, 2024 at 12:00 p.m. in the Borough Assembly Chambers
- b. KCS APC Budget meeting Tuesday April 16, 2024 at 6:00 p.m. at KCS Main Building
- c. School Board Finance Committee meeting Wednesday April 17, 2024 at 12:00 p.m. in the Superintendent's Office, RM 319 White Cliff Building
- d. ~~School Board Native Education Committee meeting Thursday April 18, 2024 at 12:00 p.m. at 615 Stedman Street~~ CANCELLED AND WILL BE RESCHEDULED
- e. School Board regular meeting and/or work session Wednesday April 24, 2024 at 6:00 p.m. in the Borough Assembly Chambers

ADJOURNMENT at 9:50 p.m.

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BOARD PRESIDENT

Stephen Bradford