

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA STATEMENT

No 8 b

MEETING of: May 12, 2021

Item Title

**CONSENT CALENDAR**

Approval of the special meeting minutes of May 4, 2021

SUBMITTED BY: Kerry Watson, Clerk to the Board

**CONSENT CALENDAR**

a. Motion to approve the special meeting minutes of May 4, 2021

**\* 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 will then be acted upon under Unfinished Business. Appropriate motions to correct or amend the minutes are then in order.**

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
SPECIAL meeting of May 4, 2021  
6:00 PM  
Ketchikan Gateway Borough Assembly Chambers**

**CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL**

The Ketchikan Gateway Borough Board of Education met in a **special session** on the 4th day of May, 2021, in the Ketchikan Gateway Borough Assembly Chambers. Board President Kim Hodne 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: Board President Kim Hodne; Clerk-Treasurer Bridget Mattson; and Board Members Jordan Tabb and Nicole Anderson. Board Members Diane Gubatayao and Paul Robbins Jr. participated via teleconference. Vice President Sonya Skan was absent and excused.

Student member Henry Clark was also absent and excused.

Administrative staff included: Acting Superintendent Katie Parrott and Board Clerk Kerry Watson.

**CITIZEN REMARKS**

Sheri Boehlert, representing Ketchikan Leadership Organization, spoke about the qualities and skills the group recommends in an interim superintendent. KLO's members are 12 building administrators and three department directors.

Written comments regarding sought after interim superintendent qualities were submitted by collective bargaining groups Ketchikan Education Association and KGBSD Technology Staff Labor Organization to be read into the record.

*(Clerk's note: All three groups' statements were in response to an invitation to stakeholder groups to provide input regarding an interim superintendent. The statements are attached for the record.)*

**COVID situation update and request for direction or emergency meeting**

Katie Parrott, business manager and acting superintendent, updated the School Board on the regarding emerging COVID cases affecting the school district. She noted that earlier that day, the community risk level had been raised due to increasing positive COVID cases identified in the last few days in the community, including more positive cases at Ketchikan High School. The Emergency Operations Center and public health officials, both locally and at the state level, local public health, have been working with the district due the school's cases. As acting superintendent, Ms. Parrott had directed Ketchikan High School to remain closed to in-person learning throughout the rest of the week. Public health and district nurses will continue gathering information on the school's cases, she said. Ms. Parrott asked whether the Board would advise scheduling an emergency meeting, possibly the next day, in order to provide direction or to ratify administrative decisions on the school's operation level.

**BOARD DISCUSSION**

This agenda item had been scheduled for the Board to discuss, in an informal session, the process for selecting and appointing an interim superintendent of schools. During the almost hour-long discussion, various aspects of that topic were covered including:

- make up and role of a potential screening committee;
- the type of interim superintendent applicant information to provide to the screening committee, i.e. letter of interest, references;
- how long an interim superintendent might expect to serve, whether months or potentially through the 2021-2022 school year;
- possibly providing an incentive for district internal candidates to apply, such as guaranteeing a position to return to when the interim superintendent term was complete, or making the selected person an assistant superintendent during the transition time with a new permanent superintendent.

Schoenbar Middle School Principal and KLO representative Sheri Boehlert provided input on the district's hiring policy and other topics relevant to the discussion. Acting Superintendent Parrott also provided information during the discussion.

**Motion to direct staff to amend the posting (immediately) for the interim superintendent position to clarify that the offered contract will be for the 2021-2022 school year, with the understanding that if a full-time superintendent is hired through a search process that contract will be amended to an assistant superintendent position (depending on the particulars of the contract when ratified.)**

Moved by: TABB; Second by: MATTSON

**ROLL CALL**

**ANDERSON, TABB, ROBBINS JR., MATTSON, HODNE - AYES  
GUBATAYAO - NAY**

***MOTION PASSED***

**Motion to direct the Board President to assign a hiring committee including members from the Board, district staff and stakeholder representatives including from KEA, KLO and KIC to conduct interviews of the applicants and to provide recommendations to the Board by May 19, 2021.**

Moved by: TABB; Second by: MATTSON

**Discussion**

Ms. Gubatayao commented that she wanted to hear from all the candidates directly as a Board member. Ms. Anderson agreed along the same lines.

Board Member Mattson responded that she envisioned a hiring committee as providing input with the full Board still having the ability to interview the candidates.

There was discussion regarding varying levels to which a hiring committee could be involved.

Mr. Robbins Jr. asked that, if possible, parent representatives to the committee not already be a representing another stakeholder group, so as to ensure diversity on the committee.

**ROLL CALL**

**MATTSON, GUBATAYAO, ROBBINS JR., ANDERSON, TABB, HODNE - ALL AYES**

***MOTION PASSED***

**Motion to approve a contract with AASB (Association of Alaska School Boards) for services to conduct a superintendent search in an amount not to exceed \$12,500.**

Moved by: MATTSON; Second by: ANDERSON

**Discussion**

It was pointed out that this cost was for a comprehensive search process by AASB. Ms. Gubatayao said the money would be well invested. She and Mr. Hodne both noted that community involvement was part of AASB's process. Mr. Robbins Jr. said that if the Board wasn't satisfied with the superintendent recommendation after the process, it could choose to take another tack. It takes investment to find a long-term superintendent, he commented.

**ROLL CALL**

**TABB, ROBBINS JR., GUBATAYAO, MATTSON, ANDERSON, HODNE - ALL AYES**

***MOTION PASSED***

**Motion to accept the resignation of Sonya Skan from the Board effective immediately and declare her seat vacant.**

Moved by: MATTSON; Second by: TABB

**Discussion**

Ms. Gubatayao said she'd enjoyed serving with Ms. Skan, and commented on her concern for the community's youths.

Ms. Anderson stated her appreciation for Ms. Skan's time on the Board and expressed concern for her health.

Mr. Tabb also commented in sympathy for Ms. Skan. He added that she had been helpful to him as a new Board member.

Ms. Mattson stated she was grateful to serve with Ms. Skan, and knew her decision to resign was agonizing.

Mr. Robbins Jr. said he had tremendous respect for anyone who steps forward to serve on the Board. He wished Ms. Skan well going forward.

Mr. Hodne stated he admires Ms. Skan's courage, and her passion for her community and championing Native education issues.

**ROLL CALL**

**ROBBINS JR., ANDERSON, GUBATAYAO, TABB, MATTSON, HODNE - ALL AYES**

***MOTION PASSED***

**BOARD COMMENTS**

Ms. Gubatayao thanked her fellow board members for the discussion that evening.

Mr. Robbins Jr. also commented on the discussion, and said he appreciated the candor.

Ms. Anderson thanked the stakeholders who had provided suggestions, stating it would provide for a quality process.

Mr. Tabb echoed those statements, and said the Board hadn't always got its processes right the first time.

Ms. Mattson specifically thanked Ms. Boehlert for her time and input. She noted the increased case numbers of COVID in the community and at Kayhi. She urged everyone to continue mitigation efforts to keep students in school.

Mr. Hodne said he appreciated the input from stakeholders. He also thanked the Board for its deliberation.

President Hodne announced that after adjournment, the Board would convene an emergency session to discuss the district's Smart Start plan in light of increased COVID positive levels.

**ADJOURNMENT**

A motion was made and seconded for adjournment. With no objection expressed, the meeting was adjourned at 7:42 p.m.

May 4, 2021

President Hodne and School Board Members,

Thank you for the opportunity to provide input regarding the qualities and skills desired for an Interim Superintendent of Schools. Ketchikan Leadership Organization (KLO) is composed of twelve building level administrators and three program directors. These 15 individuals are the direct reports of the Superintendent and have firsthand experience working closely with the Superintendent. Collectively, we provide keen insight into the qualities and skills necessary for a Superintendent (or Interim Superintendent) to successfully serve the students, staff, and community of Ketchikan.

Ketchikan Leadership Organization is looking for a dynamic leader that exemplifies a 'students first' vision in attitude and action. This leader must demonstrate the skills and ability to work with diverse groups of people, with experience bringing people and teams together for a common purpose. An influential leader focusing on the future and the essential work of reviewing, refining, and updating the KGBSD Smart Start plans in preparation for the 2021-2022 school year. A successful candidate for the Interim Superintendent of Schools would exhibit the following essential qualities and skills:

- A leader with a broad range of experience that includes teaching(10+yrs) and administration (5+yrs).
- A leader that earns and builds trust among stakeholder groups and within administrator, teacher and staff corps.
- A leader that listens more than talks and has strong verbal and written communication skills.
- A leader who gathers stakeholder input and builds consensus in decision making when appropriate, but acts decisively and swiftly when time is of the essence.
- A leader that builds a team and recognizes the importance of each role (especially administrators), providing direction, professional development, encouragement, and feedback, optimizing the performance of team members.
- A leader that is visible, present, and connected to our schools and our community.

Ketchikan Leadership Organization looks forward to our involvement in the hiring process for this Interim Superintendent position and is available to lend our experience and expertise in any way possible.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sherilynn Boehlert". The signature is fluid and cursive, written over a white background.

Sherilynn Boehlert  
President  
Ketchikan Leadership Organization



Kerry Watson <kerry.watson@k21schools.org>

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## KEA Feedback

1 message

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**Gara Williams** <gara.cesefske@k21schools.org>

Tue, May 4, 2021 at 1:51 PM

To: Kerry Watson <kerry.watson@k21schools.org>, Kim Hodne <kim.hodne@k21schools.org>, Nicole Anderson <nicole.anderson@k21schools.org>, Henry Clark <252735@k21schools.org>, Diane Gubatayao <Diane.gubatayao@k21schools.org>, Bridget Mattson <bridget.mattson@k21schools.org>, Paul Robbins <paul.robbins@k21schools.org>, Jordan Tabb <jordan.tabb@k21schools.org>

Cc: Katie Parrott <katie.parrott@k21schools.org>, Valerie Brooks <valerie.brooks@k21schools.org>

Hello school board members,

Valerie and I had planned to attend the meeting tonight to make this statement, but we have heard of more positive Covid cases throughout the day and decided that it was best to maintain safety by staying home. I apologize for the delay in getting this email sent to you, and would appreciate it if this is read into the record.

KEA members were sent a survey requesting feedback for qualities they seek both in an interim superintendent and their permanent successor. The responses from members varied in wording, but could be grouped into a few central themes.

Staff seek a superintendent who trusts their staff and is willing to listen to all KGBSD employees, not just a select few. This person should have strong communication skills, seek to make decisions collaboratively with all stakeholders while maintaining transparency, and advocate strongly for the needs of KGBSD. This person should support inclusionary practices and work to build relationships between people of diverse backgrounds.

Staff also provided feedback regarding experience that this person should have. This includes a successful teaching record, successful record as an administrator, and experience in towns with a similar size/ demographic as Ketchikan.

Thank you for your time and consideration. Stay safe!

--  
Gara Williams  
KEA President



Kerry Watson <kerry.watson@k21schools.org>

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## KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT TECHNOLOGY STAFF LABOR ORGANIZATION

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Matt Beimler <Matt.Beimler@k21schools.org>  
To: Kerry Watson <kerry.watson@k21schools.org>

Tue, May 4, 2021 at 5:49 PM

Hi Kerry,

For our labor organization please contact me. I am the current president of the organization and Thane really needs a break. :)

Please read the following or provide a copy to the Board when appropriate:

The KGBSDTSLO (KGBSD Technology Staff Labor Organization) has the following suggestions for any interim or permanent Superintendent candidate.

1. We would prefer a candidate that communicates openly and clearly after taking all the concerns of all students and all staff into account.
2. We believe that a thorough background and reference check should be conducted to avoid any scandals that might come with the candidate.
3. We believe it would be also be better for the community and the schools if the candidate had significant ties to our community, our towns, and SouthEast Alaska.
4. Any candidate that is considered should be an advocate for new and current technology so that the district can continue to provide the best possible opportunities for our students.

Thank you for allowing us to contribute to the process.

Matt Beimler  
President  
KGBSDTSLO