

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA STATEMENT

No 9 d

MEETING OF October 13, 2021

Item Title

**CONSENT CALENDAR**

Motion to approve a professional service contract with Robert Hewitt for the 2021-2022 school year

Reviewed By

Superintendent

Finance

SUBMITTED BY Melissa Johnson, Interim Superintendent

Contact Person/Telephone

APPROVED FOR SUBMITTAL

Melissa Johnson (907) 247-2109  
Name Phone

SUMMARY STATEMENT: The School Board is being asked to approve a professional services contract for Robert Hewitt.

ISSUE: Board Policy governs the district's purchasing and contracting procedures. Board Policy requires Board approval for contracts and financial expenditures over \$25,000.

BACKGROUND:

Robert Hewitt was previously a long-time teacher and administrator within the district, and has supported the district administration as a substitute administrator, temporary Dean of Students, and administrator mentor in the recent past. In his most recent capacity, he assisted with development of safety training standards and procedures in partnership with the Ketchikan Police Department, assisted administrators in safety related incidents, and served as an advisor on the District's safety committee. His extensive knowledge and experience as a trusted educational leader in the community uniquely positions him to give support and guidance to District Administration in implementation of safety training and procedures across the district and project management of key safety and security projects as directed.

RECOMMENDATION:

Approval of a contract for Robert Hewitt as recommended.

FISCAL NOTE: \$49,410 AMOUNT BUDGETED: \$49,410\*

\*Budgeted under Title IV-A under the Safe & Healthy Students Priority Area

RECOMMENDED ACTION:

"I move that the Board of Education approve a professional services contract for Robert Hewitt for the 2021-2022 school year at KGBSD in the amount not to exceed \$49,410."

## **PROPOSED SCOPE OF WORK**

### **Focus: Student Health & Safety**

#### Safety & Security Projects

- Security Systems Project (spearheading plan development & implementation strategies)
- SRMC Safety Assessment Project List (working with principals to develop building-specific project plans)
- Mandatory Reporting Training (coordination and implementation)
- Professional Boundaries Training & Implementation Plan
  - Develop plan for training of all District staff <https://akpei.com/professional-boundaries-for-educators/>
  - Development of basic procedures for use by all supervisor & staff based on training
- Safety Committee (coordination and restart)
- District Safety Self-Assessment

Incident Response – Mentoring & Administrative Support to Principals, Directors as requested by the Superintendent