

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR meeting of  
September 23, 2020  
Ketchikan Gateway Borough Assembly Chambers**

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

The Ketchikan Gateway Borough Board of Education met in regular session on the 23rd day of September in the Ketchikan Gateway Borough Assembly Chambers. Board President Bridget Mattson called the meeting to order at 6:02 p.m.

The following members were present to establish a quorum and due notice had been published: Board President Bridget Mattson; Clerk-Treasurer Diane Gubatayao; Board Members Leslie Becker; Jordan Tabb, Paul Robbins Jr. and Thomas Heutte. Vice President Sonya Skan was absent and excused.

Student Member Henry Clark was also present.

Administrative staff present included: Beth Lougee, Superintendent; Business Manager Katie Parrott; and Board Clerk Kerry Watson. Several building principals and department directors were also in attendance.

**Vision and Mission Statement**

The school district's vision and mission statements were read by School Board President Bridget Mattson.

**APPROVAL OF THE AGENDA**

**Motion to approve the agenda of the regular meeting of September 23, 2020**

Moved by: GUBATAYAO; Second by: ROBBINS JR.

**ROLL CALL**

**Student Member Henry Clark (preferential vote) - AYE**

**BECKER, HEUTTE, GUBATAYAO, ROBBINS JR., TABB, MATTSON - ALL AYES**

***MOTION PASSED***

**PUBLIC RECOGNITION**

***PEACE WEEK Proclamation:*** Ketchikan High School students Cade McAllister, president of Kayhi Rotary Interact, and Henry Clark, Kayhi Student Body Association President, both spoke briefly about Peace Week and thanked the Board for the Peace Week proclamation. Fellow student officers from each group accompanied them at the podium. Cade described Rotary Interact as a service organization, and referring to the peace proclamation, he said the group spreads peace through its volunteerism in the community. Peace Week started 4 years ago as a school event, but this is the first year it has been accepted by Ketchikan as a whole, he said. Henry Clark said that especially at this time it is important for peace to be taken to heart. Board President Bridget Mattson read the joint city and borough proclamation. She also commented on the importance of actively practicing and promoting peace.

**Recognition to Katie Parrott**

President Mattson read a certification of appreciation from the School Board to Business Manager Katie Parrott. She said Ms. Parrott was being recognized for her dedication and hard work for district students, staff, families and the community, especially during this summer and responding to the COVID situation.

**CITIZEN REMARKS**

There were none.

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

Board Member Diane Gubatayao reminded her fellow board members of the Stomp the Stigma March that weekend. She shared from an article in the Washington Post regarding school reopening and referred to a national database for reporting school data on COVID. Ms. Gubatayao said she applauds Ketchikan for supporting its students in the reopening effort locally.

Board Member Paul Robbins Jr., reported on activities of the district administrative transportation committee, which included updating a transportation handbook that will be provided to all school bus riders. He also reported that in the future the bus company plans to start using software which includes an “app” on which parents can track their children’s bus route in real time.

Board Member Jordan Tabb noted a district safety committee meeting was postponed and will be rescheduled.

Board member Tabb and several other Board members then commented on a virtual educational conference provided by the Association of Alaska School Boards which they'd participated in the previous weekend.

**Claims for Information – September 18, 2020** – A brief explanation of several payments was provided: one to Timberdoodle, which is a curriculum for use by Fast Track; and the other to Alaska School Activities Association for a per student participation fee for activities at the high school.

## **SUPERINTENDENT’S REPORT**

Superintendent Beth Lougee reported on various subjects, noting she had tied her report to the district’s Strategic Plan goals, Board goals and Superintendent goals. She opened by stating that now, in the third week of school, the transition to the “Smart Start” year had been smooth with little disruptions. She asked for patience and kindness from parents to teachers and well as teachers to parents, as all adjust to new online systems.

Superintendent Lougee reported briefly on changes in the technology department before elaborating on her written report. The report included: an enrollment update; information on Fast Track; notes on the beginning work of Multi-Tiered System of Supports (MTSS); a list of planned 2020-2021 assessments; notes on the district’s mentoring program; and how custodial safety is being addressed.

There were a few questions from Board members regarding Fast Track. Student enrollment shifts due to the COVID situation have increased the home school’s typical enrollment of 40 to 70 students to about 173, said Ms. Lougee. She commented on changes that have been made to the program to meet those needs. She noted a School Improvement Grant is being used to address some of the school’s needs, including improving its graduation rate, which has been at a very low rate of about 17 percent.

### **Student Member Report**

Student Board Member Henry Clark gave his first official report as the student representative on the School Board. The cross-country team will travel to Sitka for the first in person activity so far this school year, he reported. Meanwhile, the swim and dive team will be competing virtually that weekend in the home pool. This year, Southeast honor band is also competing virtually, and Henry described how that would occur. Debate, Drama, Forensics is also getting ready for its first virtual meet in October. Henry also described some of the ways students had been commemorating Peace Week and thanked the Board for adding its support to the Peace Week proclamation along with the City and Borough governments. He said that the SBA committees are up and running, including a new communications committee. Lastly, Henry said that government class students are readying to ask questions to municipal candidates in a special class event to occur the following day.

### **Business Manager’s Report**

Business Manager Katie Parrott said that because enrollment drives funding for the school district, the district is keeping an eye on the enrollment fluctuations. She explained a provision in the state’s complex school funding formula that “holds harmless” school districts experiencing significant enrollment decreases. The provision is based on enrollment reduction at the school level. Because of the specific schools where fluctuations are being seen, the district wouldn’t experience a hold harmless situation, said Ms. Parrott; and some schools have seen an increase in enrollment based on earlier projections.

Business Manager Parrott said the real fiscal concern is what is happening at the state level with education funding. The district will continue to work on creating efficiencies in the district's budget to help prepare, she said. Ms. Parrott said she is still waiting on financial statements from the auditors, but shared a report showing the district's existing fund balances and called attention to the operating fund. Revenues were down from the end of the year projected revenue that was revised and approved by the Board; however, expenses were also down, she said. The district ended the year in a strong fiscal position, said Ms. Parrott.

### **CONSENT CALENDAR**

- a. *Motion to approve the regular meeting minutes of September 9, 2020.*
- b. *Motion to approve a teaching contract with Kyle Bailey for the 2020-2021 school year.*
- c. *Motion to approve a teaching contract with Hailee Miller for the 2020-2021 school year.*
- d. *Motion to approve a long-term substitute teaching contract with Anita Arteaga.*
- e. *Motion to approve a contract with Katherine Walter, occupational therapist, at an estimated cost of \$42,900.*
- f. *Motion to approve a contract with Cailin Silcox, occupational therapist, at an estimated cost of \$42,900.*

### **Motion to approve the Consent Calendar of September 23, 2020**

Moved by: HEUTTE; Second by: GUBATAYAO

### **ROLL CALL**

**Student Member Henry Clark (preferential vote) – AYE**

**BECKER, HEUTTE, GUBATAYAO, ROBBINS JR., TABB, MATTSON - ALL AYES**

**MOTION PASSED**

### **NEW BUSINESS**

#### **Motion to approve a fund transfer of \$174,902.64 from the Operating Fund to the Food Service fund in the amount of \$174,902.64**

Moved by: GUBATAYAO; Second by: BECKER

#### Discussion

There was no discussion.

### **ROLL CALL**

**Student Member Henry Clark (preferential vote) – AYE**

**BECKER, HEUTTE, GUBATAYAO, ROBBINS JR., TABB, MATTSON - ALL AYES**

**MOTION PASSED**

**DISCUSSION** - No discussion items were listed on this agenda.

### **BOARD MEMBER COMMENTS:**

Board Member Tom Heutte asked for clarification on the type of information it was fitting for Board members to share during the two different agenda segments - "Board Member Comments" and "Information and Reports from Board Members."

Board Member Leslie Becker thanked the Board for the opportunity to serve as a member of the body, stating it was her last meeting.

Board Member Gubatayao thanked Ms. Becker for her service to community.

Board President Mattson also thanked Ms. Becker for her service, adding she was grateful to her and all those who sit on the Board. Ms. Mattson noted upcoming opportunities for Board orientation. She commented on her excitement for the activities going on in the schools.

Ms. Gubatayao commented on the smooth school opening in Ketchikan, and credited all the planning that took place to make it happen.

**ADVANCE PLANNING**

It was noted that Board members could participate in a training opportunity on October 8 with attorney John Sedor.

**ADJOURNMENT**

A motion was made and seconded for adjournment. Without objection, the meeting was adjourned at 7:10 p.m.