

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT  
BOARD OF EDUCATION  
Regular meeting of August 28, 2019**

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

The Ketchikan Gateway Borough Board of Education met in regular session on the 28th day of August 2019, in the Ketchikan Borough Assembly Chambers. Board President Matt Eisenhower 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 Matt Eisenhower; Board Vice President Sonya Skan; Board Clerk-Treasurer Diane Gubatayao; and Board Members Rachel Breithaupt; Leslie Becker and Bridget Mattson. Board Member Thomas Heutte was absent and excused.

Administrative staff consisted of Beth Lougee, Superintendent; Katie Parrott, Business Manager; and Clerk to the Board Kerry Watson.

**PUBLIC RECOGNITION**

Board Clerk-Treasurer Diane Gubatayao recognized district staff for attending the school start up-events. She commended Superintendent Beth Lougee for the launching of the Strategic Plan at the August 26 staff school start-up event and for her speech to the staff. Ms. Gubatayao said Mrs. Lougee had shared about the loss of two of her former students, and did so as a way of emphasizing the importance of relationships and being a trauma sensitive school district.

Board Member Bridget Mattson recognized the South Tongass Fire Department and Ketchikan Police Department members who'd provided "Stop the Bleed" training to CTE (Career & Technical Education) teachers. She stated it was well-received and that these types of partnerships help build a better school district.

**CITIZEN REMARKS**

Amber Williams-Baldwin addressed a policy on cell phones and personal electronic devices which was on that evening's agenda, stating it would negatively impact intensive needs students. Many of these students use their own I-Pads and devices at school. For some, playing music on their device helps keep them calm, and thus able to stay in school, she said; while others may need such a device for communication. She gave some personal examples of how a cell phone could be useful for student safety. Ms. Williams-Baldwin stated the district should not make general policy statements that might impact some populations negatively.

She said she had previously requested the district put into policy that it would help children who are mentally disabled at an equitable level to those with physical impairments. Although this isn't state law, she said, the district has the power to put it into policy. Directly after her comments, Ms. Williams-Baldwin said she was going to the high school's welcome back night in which students could meet their teachers for this year. However, her child with intensive needs didn't yet know who those teachers would be, she stated. About 10 intensive needs kids at the high school were the last to be able to select classes for this year, limiting their choices, she added. Ms. Williams-Baldwin asserted, in concluding, that the district gives the special needs kids the "scraps."

President Matt Eisenhower said that staff would follow up on the special education issues brought up by Ms. Williams-Baldwin.

Gara Cesefske, Kayhi teacher, spoke against the Board spending money to contract for a superintendent search. A capable candidate is right here, she said. She described Superintendent Lougee as a strong leader who has made teachers feel heard; and commended her for the focus on relationships and "what's best for kids" in her welcome back speech. Choosing someone else for a Superintendent would bring upheaval to the district again, stated Ms. Cesefske.

Frankie Urquhart also spoke to the agenda item of a possible contract with the Association of Alaska School Boards for guidance related to a superintendent search. The Schoenbar Middle School science teacher also identified herself as a mother of four students in the district. Ms. Urquhart urged the Board to retain Mrs. Lougee as Superintendent and not to contract with AASB. She first commented positively on the opening day speech by Superintendent Lougee and the team feeling of providing all staff with school specific color-coded T-shirts. Ms. Urquhart then shared how she felt on the opening day last year, as defeated and hurt, affected by the ongoing contract negotiations and the issues around the former teacher assault case. However, she said she began to feel hopeful that day after participating in the inservice on trauma-informed schools. Ms. Urquhart stated that the inservice arranged by then Curriculum Director Lougee was one of the best she'd experienced in her 18 years in education. She praised her leadership, stating she was akin to retired administrator Bob Hewitt who always made decisions asking "is it best for kids?" The district is still healing, Ms. Urquhart contended, and needs the stability and continuity provided by retaining Superintendent Lougee.

### **INFORMATION & REPORTS FROM BOARD MEMBERS**

Policy Committee –Board Member Gubatayao reported that she and Board Members Bridget Mattson and Rachel Breithaupt met as the committee and focused on the cell phone policy. She said she would provide their input at the appropriate time. The committee will now meet regularly at noon on the Thursdays after the Board meetings.

Ms. Mattson shared her positive impressions of the August 27 FISH training attended by all district staff, certified and non-certified. The FISH program sprouted from the work environment and sense of play at the Pike's Place fish market. The participants learned about the impact of applying the FISH philosophy's four main components: Play, Make Their Day, Be There, and Choose Your Attitude.

Ms. Breithaupt asked Superintendent Lougee if this type of philosophy would be touched on again in the Wednesday professional development days.

Superintendent Lougee affirmed that each of the FISH themes were being incorporated.

Ms. Gubatayao commented on how meaningful it was that all staff were involved in the FISH training.

### **CLAIMS FOR INFORMATION: - August 23, 2019**

There were two comments or questions regarding the claims. Payments to Blackboard Inc. are for online classes through the Digital Learning Academy, answered Superintendent Lougee in response to a question about that check. The other comment was regarding the district-supplied toilet paper, which a student had complained about last year. The same brand is still being purchased, it was reported.

### **REPORTS AND/OR PRESENTATIONS – SUPERINTENDENT/STAFF**

Superintendent's Report: Superintendent Lougee stated that her written reports to the Board would have a different format and focus, starting with this meeting's packet. The district's first look at PEAKS scores was included in the report, for example. This analysis compared the assessment results from the last three years. Over the next few weeks, the administrative team will be studying the data more in depth, she said, and that will be reflected in future reports. The Strategic Plan will also be a main focus of the reports. For this meeting, the Superintendent pointed out she'd listed objectives for meeting the overall Strategic Plan goals of instruction, safety and trust. This type of reporting will continue.

As it occurs, professional development will also be reported on. Ms. Lougee commented on the trainings that occurred for the start of school, including the all-staff involved FISH training. Professional development this year is scheduled mainly on the early release Wednesdays. One exception is a trauma-informed training day on September 23 in which all staff will be brought together again. Superintendent Lougee also announced that the child abuse and neglect mandatory reporters' training will be provided at the start of the school year, at every school. Representatives of Office of Children's Services and the Ketchikan Police Department will be assisting at these trainings.

Lastly, she pointed out the final page of her report, titled "Listening to Voices of teachers," which emerged from the strategic plan process. Superintendent Lougee said she is keeping this on the front burner as a reminder of teachers' needs.

Summer School Report: A report by Dr. Marian Gonzales regarding summer school was also attached. Superintendent Lougee complimented Ms. Gonzales' administration of this program.

Business Manager's Report: Business Manager Katie Parrott had also provided a written report, as per usual, for the Board meeting packet. Superintendent Lougee reviewed the report with the Board. First, she noted the district had an onsite audit last week. It is anticipated the finalized audit report will be provided to the district in about a month. Overall, the audit was very good, said Superintendent Lougee. Ms. Gubatayao commented that she'd attended the wrap-up meeting that the auditors typically hold with a Board member. The auditors were very complimentary to Ms. Parrott and the staff, said Ms. Gubatayao.

Superintendent Lougee also reported on several other comments from the report:

- A special "shout out" to comptroller Vicki Wallace for her long days related to the audit;
- Representatives of the new software system will be onsite to work with the Business Department in early September.

### **PUBLIC HEARING - POLICY**

**Motion to approve the proposed revisions to Board Policy 4133 - Travel Expenses in second reading.**

Moved by: GUBATAYAO; Second by: BREITHAUPT

#### Public Hearing

There were no public comments.

#### Board Discussion

Ms. Breithaupt commented that this policy and its regulations have become tighter.

Board Vice President Sonya Skan asked if the policy had been sent to the borough attorney. Business Manager Parrott replied that it had not. However, she explained, this policy revision is based on standard operating procedures that are published and distributed to business managers across the state by the Alaska Association of School Business Officials.

Mr. Eisenhower indicated he wasn't aware that the district adopted policies outside of those originating with AASB. He stated he would vote "no" on the approval, on principle, as he believes the proper procedure would be to route all policies through the borough attorney. He wants to be sure the Board is thorough in all of its reviews, he added.

Superintendent Lougee indicated she would be meeting with Borough Attorney Glenn Brown regarding the policy review process, and it would be good to also have a Board member participate. She suggested Mr. Brown might be able to provide guidance on whether it was necessary for another legal review, if the policies had gone through such a review with AASB.

Board President Eisenhower reiterated that although he was comfortable with AASB's legal review, there might be a rare occasion in which the local attorney would pick up a nuance not noticed by the broader state level review. He added that he wasn't familiar with the business officials' association through which these particular policy revisions originated.

The Superintendent stated that the association known by the acronym of ALASBO is made up of business managers, and is a group that works hand in hand with AASB.

Referring to the discussion on this topic at the last meeting, Board Member Leslie Becker supported the review by the policy committee, sending it next to the attorney and then bringing it back for a Board hearing.

**Motion to postpone this for two weeks.**

MOVED BY: EISENHOWER; Second by: BREITHAUPT

### Discussion

Ms. Gubatayao stated she opposed postponement and shared her frustration. The policy had been passed by the Board in first reading, had been reviewed by the Policy Committee, and previous to that had been discussed by the Board. She questioned that process, as she said this policy seems to have less legal questions than others.

Ms. Breithaupt asked if Board members favoring postponement were seeking an attorney's review.

Board Vice President Skan confirmed that was the case for her. If the Board was going to initiate a review practice involving the attorney, it should follow that practice for all policies being reviewed, she said.

Superintendent Lougee sought clarification, stating the conversation was getting muddled. She said when she had been questioned as to whether a policy has been vetted through an attorney, her answer was "yes" as the policies have gone through AASB's legal review. Is the direction to have them vetted by the borough attorney additionally? she queried.

President Eisenhower said that there needs to be a firmer discussion at a future meeting. He said he had discussed this subject with Borough Attorney Brown, and that Mr. Brown would give them guidance. He indicated the second vetting came up when the Board was looking at policies that the district itself was changing from the AASB's language.

There was more conversation.

### **ROLL CALL - Postponement**

**BECKER, SKAN, BREITHAUPT, EISENHOWER - AYES**

**GUBATAYAO, MATTSON - NAYS**

**4-2**

***MOTION PASSED***

### **PUBLIC HEARING - POLICY**

**Motion to approve revisions to Board Policy 5138 - Student Personal Electronic Device and Cell Phone Use in second reading.**

Moved by: BECKER; Second by: BREITHAUPT

### Public Hearing

Citizen Kathleen Yarr began providing public comment, however as it was not regarding the policy, she was asked to wait until the general public comment period later on the agenda.

### Board Discussion

Superintendent Lougee asked for postponement of this policy item, until she and Borough Attorney Brown have discussed it. The "no expectation of confidentiality" section is of concern, and Mr. Brown will have advice on that section, she said.

Ms. Gubatayao said the policy committee reviewed this policy at its last meeting, and avoided the section in question. However, the committee does have some other suggestions for the policy. Those will be provided for its next reading.

**Motion to postpone the second reading of this policy for two weeks to the September 11 meeting.**

Moved by: GUBATAYAO; Second by: MATTSON

### Discussion

Ms. Breithaupt said the policy committee would likely provide suggestions to the Superintendent prior to her meeting with the Borough Attorney.

### **ROLL CALL**

**BREITHAUPT, MATTSON, GUBATAYAO, SKAN, BECKER, EISENHOWER - ALL AYES**

***MOTION PASSED***

**CONSENT CALENDAR of August 28, 2019**

- *Motion to approve the regular meeting minutes of August 14, 2019.*
- *Motion to approve out-of-state travel for select Advanced Yearbook students to attend the Balfour Fall Yearbook Workshop in Seattle in September 2019.*

**Motion to approve the Consent Calendar of August 28, 2019**

Moved by: MATTSON; Second by:

Discussion

Ms. Mattson asked for removal of the August 14, 2019 meeting minutes, and for them to be placed on the September 11 agenda. This would allow for public review of the minutes.

Ms. Gubatayao asked for removal of the out of state travel request, so she could provide comment.

With removal of both items, there was no longer a Consent Calendar.

**UNFINISHED BUSINESS**

**Motion that the Board of Education approve out-of-state student travel to the Balfour Yearbook Fall Workshop in September.**

Moved by: GUBATAYAO; Second by: MATTSON

Discussion

Ms. Gubatayao explained she'd pulled this travel request to enable her to comment overall regarding student travel. During the audit, questions came up about student activities costs, she said; although she added the concerns were not about this particular request. For that reason, she will be looking closely at these travel requests.

**ROLL CALL**

**MATTSON, BECKER, GUBATAYAO, SKAN, BREITHAUPT, EISENHOWER - ALL AYES**

***MOTION PASSED***

**NEW BUSINESS**

**Motion to approve Resolution #20-01 Authorization of District Bank Accounts and Check Signers.**

Moved by: GUBATAYAO; Second by: MATTSON

Discussion

There was no discussion.

**ROLL CALL**

**BREITHAUPT, MATTSON, BECKER, GUBATAYAO, SKAN, EISENHOWER - ALL AYES**

***MOTION PASSED***

**Motion to approve the contract with Sheri Adams, Speech Pathologist for speech pathology services for the 2019-2020 school year in the amount of \$52,130.**

Moved by: MATTSON; Second by: BECKER

Discussion

There was no discussion.

**ROLL CALL**

**GUBATAYAO, SKAN, BECKER, MATTSON, BREITHAUPT, EISENHOWER - ALL AYES**

***MOTION PASSED***

**Motion to approve a part-time contract for Robert Hewitt for the 2019-2020 school year at KGBSD in the amount not to exceed \$49,410.**

Moved by: SKAN; Second by: MATTSON

Discussion

There was no discussion.

**ROLL CALL**

**BREITHAUPT, MATTSON, BECKER, GUBATAYAO, SKAN, EISENHOWER - ALL AYES**

**MOTION PASSED**

**SUSPEND RULES**

**Motion to suspend the rules and consider the next action\* (below) after the Executive Session**

Moved by: MATTSON; Second by: BREITHAUPT

**ROLL CALL**

**SKAN, BECKER, GUBATAYAO, BREITHAUPT, MATTSON, EISENHOWER - ALL AYES**

**MOTION PASSED**

*\*The "Motion to approve contracting with AASB to provide guidance in filling the permanent position of District Superintendent" was then moved down the agenda to take place after the Executive Session.*

**DISCUSSION**

AASB (Association of Alaska School Boards) upcoming conferences - Fall Conference, September 21-22, 2019; and Annual Board Members Conference November 7-10, 2019: Interest was expressed in sending some Board members to the AASB's Annual Conference in November, as has been done in the past. Attendance at the conference will be discussed closer to the event date, possibly after Board elections. Setting priorities relative to the Strategic Plan – During a recent work session, Lon Garrison with the AASB suggested the Board set priorities based on the Strategic Plan. Ms. Gubatayao suggested a work session of about 2 to 3 hours. Consensus was to discuss this after the election.

Revising AR 6146.1: Administration proposes revising this Administrative Regulation to remove a district mandate for WorkKeys as a graduation requirement. Instead, students would have the option of the SAT, ACT or WorkKeys. Board discussion included whether WorkKeys was advantageous to students and employers.

**CITIZEN REMARKS**

Kathleen Yarr asserted that an unqualified, non-certificated individual had been hired in the district. President Eisenhower interrupted Ms. Yarr to caution her about her further statements, as her comments were descriptive enough that an individual could have been identified. Mr. Eisenhower asked her to be general in her comments, adding that if she had a complaint about a district process she should first talk to the appropriate administrators. Ms. Yarr stated she had done so. She said she had been told by district administrator Alonso Escalante that there were no other qualified individuals who had applied in the case she was referencing. Ms. Yarr said maybe the district needed to pay teachers more, so there would be more applicants. She also cited some of the state requirements for teachers, and stated the district had curious hiring practices.

Amber Williams-Baldwin, returning from the event at Kayhi, said it had been "great." However, she again expressed that she still didn't know what class her son was in, and that special education students do not yet have a schedule and might not until the middle of the following week. This is setting them up for problems, she said.

## **BOARD MEMBER COMMENTS**

Ms. Skan expressed appreciation to teachers and others who had provided comment to the Board, in writing, by phone calls and that evening at the podium. She said they are part of the process and she wants the process to be transparent.

Ms. Gubatayao stated that she, as well, appreciated the input.

Ms. Mattson said she wanted to thank all district employees. She remarked on the excitement and enthusiasm shown by staff at the Monday welcome back event. As a mother and community member, she appreciates the efforts that go into investing in our youth, she said.

## **EXECUTIVE SESSION**

**Motion to enter executive session for a discussion with the Interim Superintendent Beth Lougee regarding job expectations and performance goals, a subject that tends to prejudice the reputation and character of any person, provided the person may request a public discussion.**

Moved by: BREITHAUPT; Second by: MATTSON

President Eisenhower stated that Ms. Lougee did not request a public discussion. John Holst would also be present in the session.

## **ROLL CALL**

**MATTSON, BREITHAUPT, SKAN, GUBATAYAO, BECKER, EISENHOWER - ALL AYES**

## ***MOTION PASSED***

### Executive Session

The Board entered executive session at 7:45 p.m. and came out of the closed session to re-enter its regular session again at approximately 8:21 p.m.

### Regular Session

Board President Eisenhower stated there was discussion, but no action was taken.

## **Consideration of New Business Item 10.d**

**Motion to approving contracting with the Association of Alaska School Boards to provide guidance in filling the permanent position of District Superintendent**

Moved by: SKAN; Second by: BECKER

### Discussion

Board President Eisenhower announced that Lon Garrison, Director of Membership Services with the Association of Alaska School Boards, was present to provide pertinent information for this agenda item. Mr. Eisenhower stated that this was the beginning of a long process, the first step of which was figuring out how the Board wanted to fill the position of permanent superintendent.

Mr. Garrison first explained that he'd had conversations with Mr. Eisenhower last week, knowing this item was going to be on the agenda. Since he knew he'd be traveling back from Metlakatla on the day of the meeting, he had offered to attend. As a former long-time member of the Sitka School Board, now working for AASB, Mr. Garrison said he understands the process surrounding a superintendent decision and the concern about how to proceed. He stated that the Board has wide latitude in determining how it wants to proceed with filling the seat of the superintendency. He provided information on the AASB options for facilitating a superintendent search, ranging from a full superintendent search at a cost of about \$11,230, to facilitating an internal candidate search, to tailoring guidance to whatever level the Board desires. He also briefly described the stakeholder process that Juneau had chosen in its recent filling of a permanent superintendent position.

In response to Mr. Eisenhower, he provided further details of the stakeholder process. A two-day stakeholder process would cost about \$1500. Mr. Garrison said that would be a great first step, and if the Board then decided to go with a full search, it would "be out in front of the pack."

Mr. Garrison also advised that the superintendent applicant pool is very small right now in Alaska; and called the lack of well-qualified superintendent candidates "disconcerting." There are also few potential applicants who desire to come to Alaska, he said.

He also commented that he recognizes that the district and community have gone through a tumultuous year and the Board needs to be forthright and transparent. The most important aspect of the hiring decision is to focus on what is the best for the kids, he stated.

Board members discussed the motion and its timing.

Ms. Gubatayao stated she was caught off balance at the last meeting and wasn't prepared to discuss a motion regarding a superintendent search. A new school year has just started and a new Strategic Plan has just been launched. She said the early part of the process, such as defining the qualities sought in a superintendent, can be accomplished by the Board itself. She added that she would like any new Board members to be part of this process as well. She stated she would not support a motion at this time to contract with AASB.

Ms. Breithaupt also stated she would vote 'no' on this motion, also alluding to timing. She said the district had just come out of a traumatic period, and that she, as a Board member, and stakeholders needed more time to see what the Superintendent can do.

**Motion to postpone consideration of the motion on the table for two weeks.**

Moved by: BECKER; Second by: EISENHOWER

Discussion

Ms. Becker said that the concept is viable, but she didn't like the way the motion was written so she wouldn't support it, if the Board had to vote that evening. However, the Board will have to address the issue at some point because of its contract with the Superintendent, she added.

Ms. Mattson first stated that the Board had been transparent in its process of hiring the current Superintendent in the first place, and would continue to be so if choosing to appoint her permanently. She stated she had received more public comment on this issue than on any other, resoundingly for making Ms. Lougee's interim position a permanent one. She stressed that renewing the Superintendent's contract would provide consistency, and trust and transparency to move forward.

**ROLL CALL on motion to postpone**

**GUBATAYAO, - AYE**

**BECKER, SKAN, BREITHAUPT, MATTSON, EISENHOWER - NAY**

**1-5**

**MOTION FAILED**

Mr. Eisenhower commented that he had introduced the superintendent search motion as an agenda item originally. He felt it had generated good conversation, and said there are many different ways to move forward. He also thanked Mr. Garrison and AASB for their assistance.

**ROLL CALL on Main Motion**

**EISENHOWER - AYE**

**MATTSON, BECKER, GUBATAYAO, SKAN, BREITHAUPT - NAYS**

**1-5**

**MOTION FAILED**

**Motion to pursue the offer of a one-year contract, as permanent superintendent to Beth Lougee, in addition to her current contract, to be brought to the September 11 meeting.**

Moved by: MATTSON; Second by: BREITHAUPT



### Discussion

Mr. Eisenhower asked Mr. Garrison if he would provide procedural advice regarding this motion. Mr. Garrison indicated the motion was a little awkward, but stated that more importantly it had not been advertised as an item that the Board would be discussing that evening. This potential action was pretty significant, he said; and in order to meet the intent of the Open Meetings Act, he recommended it be brought back at a future regular meeting.

Ms. Mattson said she'd spoken to Mr. Garrison earlier about procedure, and thought she'd understood him to say this type of motion could be made at any time and was appropriate. Mr. Garrison clarified that in his discussion with her he had meant that the Board has the authority to appoint a superintendent at any time. However, that action should be on the agenda of a regular meeting which had been publicized in advance. He advised such a motion needed forethought, and opportunity for due diligence.

Ms. Gubatayao said this type of action was premature; there hadn't been an evaluation of the Superintendent, and she should have more time to show what she can do.

Speaking to her motion, Ms. Mattson said that a one-year extension of the current contract gives the Board time to evaluate. It also gives Ms. Lougee the permanency of the position and to have authorship of moving forward the district.

There was more discussion on timing and when a decision on a permanent decision needed to be made. Mr. Eisenhower stated the Superintendent contract now was interim, so further action needed to be made at some point. However, he urged not acting on the motion on the table that evening. He also spoke to the importance of having all stakeholders being involved in the process.

Ms. Skan referenced the difficulty of being in an interim position, but stated she also wants to hear from community members and not just staff.

Ms. Mattson stated that a timeline had already started, due to an agenda item at the last meeting. She also stated again she'd heard comment about this from all over the community.

Ms. Gubatayao said she wants to make a reasoned, thought-out decision, and is not prepared to do that now. She also wants to hear from a broader base of people on this matter, she stated.

Ms. Breithaupt said she wanted the process to happen cleanly, so that is why she would vote no.

**ROLL CALL** (on motion to offer a one-year contract)

**MATTSON - AYE**

**BECKER, SKAN, GUBATAYAO, BREITHAUPT, EISENHOWER - NAYS**

**1-5**

***MOTION FAILED***

Several upcoming dates were noted, included the first day of school being the next day.

### **ADJOURNMENT**

A motion was made and seconded for adjournment. Without objection, the meeting was adjourned at 9:11 p.m.

*Minutes approved as distributed at the September 18, 2019 regular meeting of the Board of Education.*

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**BOARD PRESIDENT**  
*Matt Eisenhower*