

Frankfort Community Unit School District #168
BOARD OF EDUCATION
REGULAR MEETING
Monday, July 20, 2020

The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on Monday, July 20, 2020, in the Central Junior High School Library, 1500 East Ninth Street, West Frankfort, Illinois, and also via Google Meets due to the COVID-19 shutdown.

I. Call to Order, Roll Call, and Establishment of Quorum – President, Jon Alexander called the meeting to order at 6:02 p.m. with the following members physically present: Jon Alexander, Cam Brown, John Butler, Larry Burns, Dr. Gayle Crawford, Keith Griffith, and Clint Hawkins.

II. Hearing of Delegates or Visitors and Public Comments – There were none.

III. Approval of Minutes – The Open and Closed Session Minutes of the June 22, 2020, Regular Meeting and the June 22, 2020 Budget Hearing – After a question from Mr. Butler regarding the Board Comments section of the June 22, 2020, Open Session Minutes, Dr. Crawford made a motion to approve the minutes of the Open and Closed Sessions of the June 22, 2020, Regular Meeting and of the Open Session of the June 22, 2020, Budget Hearing. Mr. Brown seconded the motion. The motion carried 7-0.

IV. Approval of Bills and Financial Reports – With unanimous consent, consideration of this item was moved to after the Board returned from Closed Session. At that time Mr. Hawkins made a motion to approve the bills in the amount of \$536,401.30 and financial reports, including two June payrolls totaling \$846,190.18. Dr. Crawford seconded the motion. The motion carried 7-0.

V. Reports:

- A. Superintendent – Mr. Donkin discussed policies and procedures learned from attending a Bi-County Health presentation earlier in the day with ROE #21.
- B. District Administrators – District Administrator reports were included in the board packets.
- C. Maintenance – The Board heard from new Maintenance Director, Mr. Chad Spence.
- D. Food Service – None.
- E. Committee Reports – None
- F. FCUSD #168 Foundation, Inc. – None

VI. Old Business:

- A. **Awarding of Bid for Trash Services** – Mr. Griffith made a motion to award the bid for Mowing Services for the 2020-2021 School Year to J & S Services. Dr. Crawford seconded the motion. The motion carried 7-0.

VII. New Business:

A. Business and Operations Proposals and Agreements:

1. **Discussion of Proposed Back to School Plan for the 2020-2021 School Year** – Mr. Donkin discussed with the Board some of the highlights of the back-to-school plan to date amid the COVID-19 pandemic. An option of blended in-person/remote and an all remote option were mentioned.
2. **Consideration of Collaborative Agreement between Frankfort CUSD #168 and BCMW Community Services (Early/Head Start) Regarding Services to Meet the Special Education Needs of Children Attending Local Head Start Programs** – Dr. Crawford made a motion to approve the agreement between Frankfort CUSD #168 and BCMW Community Services (Early/Head Start) regarding services to meet the special education needs of children attending local Head Start Programs. Mr. Griffith seconded the motion. The motion carried 7-0.
3. **Consideration of Collaborative Agreement between Frankfort CUSD #168 and Southern Region Early Childhood Program (SIU-C Pre-K)** – Mr. Griffith made a motion to approve the Collaborative Agreement between Frankfort CUSD #168 and Southern Region Early Childhood Program (SIU-C Pre-K). Dr. Crawford seconded the motion. The motion carried 7-0.
4. **Consideration of IHSA Membership for 2020-2021** – Mr. Butler made a motion to approve the renewal of our membership in the Illinois High School Association (IHSA) for the 2020-2021 School Year. Mr. Hawkins seconded the motion. The motion carried 7-0.
5. **Consideration of Memorandum of Understanding between Community Prevention Resources (a program of ROE #21) and Frankfort CUSD #168 – CJHS Regarding Substance Abuse Prevention Services** – Mr. Burns made a motion to approve the Memorandum of Understanding between Community Prevention Resources (a program of ROE #21) and Frankfort CUSD #168 – CJHS regarding Substance Abuse Prevention Services. Mr. Butler seconded the motion. The motion carried 7-0.
6. **Discussion of Property, Workers' Compensation, Student Accident, and Liability Insurance Coverage** – Mr. Donkin updated the Board on the District's insurance coverages for 2020-2021.
7. **Consideration of Purchase of Real Property** – With unanimous consent, action on this item was moved until after the Board returned from Closed Session. At that time Mr. Butler made a motion to approve the sale and purchase agreement for the lot located at 709 East 7th Street. Mr. Brown seconded the motion. The motion carried 7-0.

B. Facilities:

1. **Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School**

Facilities and Maintenance Grant Planning – The Board heard a brief update on each project.

2. Update Regarding Status of Maintenance Grant, ADA, and Other Related Projects Across the District - The Board heard a brief update on each project.

C. Possible Closed Session – Mr. Griffith made a motion to convene in closed session to discuss the appointment, employment, compensation, discipline, or dismissal of specific employees of the public body; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; security procedures, school building safety and security, and the use of personnel and equipment to respond . . . to [a] potential danger to the safety of employees, students, staff, the public, or public property; other matters relating to individual students; and discussion of minutes of meetings lawfully closed . . .for purposes of . . . semi-annual review of the minutes as stated in *5 ILCS 120/2 (c)(1)(2)(5)(8)(10)(21)*. Dr. Crawford seconded the motion. The motion carried 7-0. The Board was in closed session from 6:49 p.m. to 10:08 p.m.

D. Return to Open Session – Mr. Griffith made a motion to re-convene in Open Session. Mr. Butler seconded the motion. The motion carried 7-0.

E. Semi-Annual Consideration of Status of Closed Session Minutes and Potential of Destruction of Closed Session Verbatim Record Audio Recordings –

- Dr. Crawford made a motion for the minutes from Closed Session meetings to remain closed at this time. Mr. Griffith seconded the motion. The motion carried 7-0.
- Mr. Griffith made a motion to destroy the verbatim record audio recordings of Closed Session meetings of July 16, July 30, August 8, August 20, September 10, September 24, October 15, November 13, November 19, and December 17, 2018. Dr. Crawford seconded the motion. The motion carried 7-0.

F. Personnel:

1. Acceptance of Letter(s) of Resignation / Retirement –

- Mr. Hawkins made a motion to accept the letters of resignation from Mr. Andrew Karnes as a Para-Professional Teachers' Aide at FCHS and Mr. Justin Jones as Scholar Bowl Coach at FCHS. Mr. Alexander seconded the motion. The motion carried 6-1 on the following roll call vote: Alexander – yes; Brown – yes; Butler – no; Burns – yes; Crawford – yes; Griffith – yes; Hawkins – yes.
- Mr. Hawkins made a motion to accept the letter of retirement from Mrs. Linda Warren as Secretary at CJHS effective July 31, 2023. Mr. Burns seconded the motion. The motion carried 7-0.

2. Employ Paraprofessional Educator Licensed Employee – EOC/Program Aide – 7.5 Hours – FCHS – Dr. Crawford made a motion to employ Ms. Dena Kulis as a Paraprofessional Educator Licensed Employee – EOC/Program Aide – 7.5 Hours – FCHS provided that licensure and background checks have been completed. Mr. Brown seconded the motion. The motion carried 7-0.

3. **Employ Paraprofessional Educator Licensed Employee – EOC Aide – 7.5 Hours – CJHS** – Mr. Butler made a motion to employ Mrs. Haleigh Mayer as a Paraprofessional Educator Licensed Employee – EOC Aide – 7.5 Hours – CJHS provided that licensure and background checks have been completed. Mr. Hawkins seconded the motion. The motion carried 7-0.
4. **Employ Paraprofessional Educator Licensed Employee – EOC Aide – 7.0 Hours – FIS** – Mr. Butler made a motion to employ Ms. Cathryn Samples as a Paraprofessional Educator Licensed Employee – EOC Aide – 7.0 Hours – FIS provided that licensure and background checks have been completed. Mr. Griffith seconded the motion. The motion carried 7-0.
5. **Employ Paraprofessional Educator Licensed Employee – Program Aide – 6.5 Hours – CJHS** – Mr. Butler made a motion to employ Mrs. Meredith Ruble as a Paraprofessional Educator Licensed Employee – EOC Aide – 7.0 Hours – FIS provided that licensure and background checks have been completed. Dr. Crawford seconded the motion. The motion carried 7-0.
6. **Employ Paraprofessional Educator Licensed Employee – EOC Aide – 7.5 Hours – FCHS** – Dr. Crawford made a motion to employ Ms. Sierra Hampton as a Paraprofessional Educator Licensed Employee – EOC Aide – 7.5 Hours – FCHS provided that licensure and background checks have been completed. Mr. Griffith seconded the motion. The motion carried 7-0.
7. **Employ Paraprofessional Educator Licensed Employee – Program Aide – 7.0 Hours – DES** – Mr. Burns made a motion to employ Ms. Heather Tasky as a Paraprofessional Educator Licensed Employee – Program Aide – 7.0 Hours – DES provided that licensure and background checks have been completed. Mr. Hawkins seconded the motion. The motion carried 7-0.
8. **Employ a Support Staff Member for a Position as Head Girls’ Basketball Coach at CJHS** – Mr. Butler made a motion to employ Mr. Major McKeithen as a Support Staff Member to serve as Head Girls’ Basketball Coach at CJHS for the 2020-2021 School Year. Dr. Crawford seconded the motion. The motion carried 7-0.
9. **Employ Support Staff Member for a Position as Cheerleading Sponsor at FCHS** – Mr. Alexander made a motion to employ Mrs. Ashlei Davidson as a Support Staff Member to serve as Cheerleading Sponsor at FCHS for the 2020-2021 School Year. Mr. Griffith seconded the motion. The motion carried 7-0.
10. **Approval of 2020-2021 Fall, Winter, and Spring Sports Coaches for FCHS/CJHS**
 - a. **Approve Spring Sports Coaches for FCHS / CJHS** – Mr. Griffith made a motion to approve the list of Spring Sports Coaches for FCHS and CJHS that included Mr. Michael Warren as FCHS Head Baseball Coach, Mr. Jim Piersol as FCHS Head Softball Coach, Mr. Brian Beery as FCHS Head Boys’ Track and Field Coach, Mr. David Chick as FCHS Head Girls’ Track and Field Coach, Mr. John Wright as CJHS Head Boys’ Track and Field Coach, Mr. Nathan Wilburn as CJHS Head

Girls' Track and Field Coach, and Mr. Josh Hefner as FCHS Bass Fishing Coach. Mr. Butler seconded the motion. The motion carried 7-0.

- b. Approve Assistant Boys' Basketball Coach for 2020-2021** – Mr. Griffith made a motion to table this item. Mr. Burns seconded the motion. The motion carried 7-0.

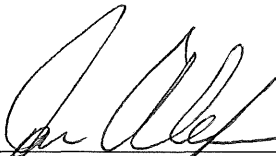
11. Consideration of Volunteer Coaching Positions and Personnel for 2020-2021

- a. FCHS Cheer** – Mr. Griffith made a motion to approve Mrs. Jenna Harris and Mrs. Abby Etters to fill volunteer assistant sponsor positions for FCHS Cheerleading. Mr. Alexander seconded the motion. The motion carried 7-0.
- b. CJHS Cheer** –
- Mr. Griffith made a motion to approve the two volunteer assistant sponsor positions for CJHS Cheerleading. Mr. Butler seconded the motion. The motion carried 7-0.
 - Mr. Hawkins made a motion to approve Mrs. Meridy Cooksey and Mrs. Lori Walters to fill the two volunteer assistant sponsor positions for CJHS Cheerleading providing that certification and background checks have been completed. Mr. Burns seconded the motion. The motion carried 7-0.

12. Authorization to Post / Advertise Positions – Dr. Crawford made a motion to authorize the Superintendent to post a position of Temporary Part-time School Psychologist. Mr. Butler seconded the motion. The motion carried 7-0.

G. Board Member Comments – Mr. Butler recognized the custodians who worked to remove floodwaters from Max Morris Gym during a recent rainfall and Dr. Crawford thanked everyone who is working hard to try to figure out plans for school through this difficult and challenging time.

VIII. Adjourn – Mr. Butler made a motion to adjourn the meeting. Mr. Hawkins seconded the motion. The motion carried 7-0. The meeting was adjourned at 10:26 p.m.



President, Jon Alexander



Secretary, Clint Hawkins

