

**Frankfort Community Unit School District #168**  
**BOARD OF EDUCATION**  
**REGULAR MEETING**

**Monday, December 21, 2020 – 6:00 pm**

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The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on Monday, December 21, 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 mitigations limiting attendance to ten people in the room.

**I. Call to Order, Roll Call, and Establishment of Quorum:** President Jon Alexander called the Regular Meeting of the Frankfort Community Unit School District #168 to order at 6:02 p.m. with the following members present: Jon Alexander, Cam Brown, John Butler, Larry Burns, Keith Griffith, and Clint Hawkins. Board member Dr. Gayle Crawford was absent.

There were approximately 10 participants who called in to the meeting including District Administrators and Directors.

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

**III. Approval of Minutes – The Open and Closed Session Minutes of the November 16, 2020, Regular Meeting:** Mr. Brown made a motion to approve the Minutes of the Open and Closed Sessions of the November 16, 2020, Regular Meeting. Mr. Burns seconded the motion. The motion carried 6-0.

**IV. Approval of Bills and Financial Reports:** Mr. Hawkins made a motion to approve the bills in the amount of \$2,240,208.66 and financial reports, including two payrolls in the month of November 2020 in the amount of \$863,797.83. Mr. Brown seconded the motion. The motion carried 6-0.

**V. Reports:**

- A. Superintendent:** Mr. Donkin reported on the anticipation of federal government action on this day on COVID-relief that may affect the District, the monitoring of developments at the state level for potential budget updates, the reviewing of some recent discussions regarding the Southern Illinois River-to-River Conference, and the reporting of faculty and administrative team conversations regarding academic concerns.
- B. School Administrators:** Reports were submitted in writing with some items discussed.
- C. Special Education:** Reports were submitted in writing with some items discussed.
- D. Curriculum:** Reports were submitted in writing with some items discussed.
- E. Grant Programs:** Reports were submitted in writing with some items discussed.
- F. Activities and Athletics:** Reports were submitted in writing with some items discussed.
- G. Maintenance:** Reports were submitted in writing with some items discussed.
- H. Food Service:** Reports were submitted in writing with some items discussed.
- I. Committee Reports:** None.
- J. FCUSD #168 Foundation, Inc.:** None.

**VI. Old Business:** None.**VII. New Business:****A. Business and Operations Proposals and Agreements:**

1. **Approval of FY 2019-2020 School District Audit** – After a presentation from Rice Sullivan, LLC, Mr. Brown made a motion to approve the FY 2019-2020 School District Audit and approve the Superintendent filing the Annual Financial Report with the Regional Superintendent of Schools and the Illinois State Board of Education. Mr. Griffith made a motion. The motion carried 6-0.
2. **Adoption of Tax Year 2020 Levy** – Mr. Griffith made a motion to adopt the Tax Year 2020 Payable 2021 Property Tax Levy and direct the Superintendent to file the required paperwork with the Clerks of Franklin and Williamson Counties. Mr. Alexander seconded the motion. The motion carried 6-0.
3. **Consideration of Resolution Abating the Taxes Heretofore Levied for the Year 2020 to Pay Debt Service on General Obligation Refunding School Bonds (Alternate Revenue Source), Series 2016B, of the District** – Mr. Griffith made a motion to ratify the Resolution Abating Taxes Heretofore Levied for the Year 2020 to Pay Debt Service on General Obligation Refunding School Bonds (Alternate Revenue Source), Series 2016 B as presented. Mr. Burns seconded the motion. The motion carried 6-0.
4. **First Reading of Amendments to Board Policy** – Mr. Donkin read the first reading of the following amendments to Board Policy: 3:40: Superintendent; 4:10: Fiscal and Business Management; 4:55: Use of Credit and Procurement Cards; 4:80: Accounting and Audits; 4:90: Student Activity and Fiduciary Funds; 4:150: Facility Management and Building Programs; 4:175: Convicted Child Sex Offender / Screening / Notifications; 5:30 Hiring Process and Criteria; 5:190: Teacher Qualifications; 5:270: Employment At-Will, compensation, and Assignment; 6:15: School Accountability; 6:20: School Year Calendar and Day; 6:40: Curriculum Development; 6:280: Grading and Promotion; 6:300: Graduation Requirements; 6:130: High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students; 6:315: High School Credit for Students in Grade 7 or 8; 6:320: High School Credit for Proficiency; 6:340: Student Testing and Assessment Program; 7:100: Health, Eye, and Dental Examinations; Immunizations and Exclusion of Students; 7:140: Search and Seizure; 7:300: Extracurricular Athletics; 7:325: and Student Fundraising Activities.
5. **Consideration of Proposed Meeting Calendar for 2021** – Mr. Hawkins made a motion to approve the Meeting Schedule for Calendar Year 2021. Mr. Brown seconded the motion. The motion carried 6-0.

**B. Curriculum and Instruction Proposals:**

1. **Consideration of Athletics and Activities Code Policy** – After unanimous consent from the Board this item was moved in the agenda to after Closed Session. At that time, Mr. Griffith made a motion to approve the Athletics and Activities Code Policy

## FCUSD #168 Regular Board Meeting – 12/21/2020 – Page 3 of 4

for 2020-2021 as presented. Mr. Burns seconded the motion. The motion carried 5-0-1 on the following roll call vote: Alexander – yes; Brown – abstain; Burns – yes; Butler – yes; Griffith – yes; Hawkins – yes.

**C. Facilities:**

1. **Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** - The Board heard an update on the programming study for future potential renovation of Frankfort Community High School.
2. **Update Regarding Status of Maintenance Grant and Other Related Projects** – The Board heard an update on the maintenance grant and completion of the renovations for the Office of Special Education (part of which was covered under the maintenance report that also included discussion of some moisture problems coming from the roof at FCHS).

**D. 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; and . . . other matters relating to individual students as stated in *5 ILCS 120/2 (c)(1)(2)(5)(8)(10)*. Mr. Brown seconded the motion. The motion carried 6-0. The Board was in closed session from 7:21 p.m. to 9:19 p.m.

**E. Return to Open Session:** Mr. Butler made a motion to re-convene in open session. Mr. Brown seconded the motion. The motion carried 6-0.

**F. Personnel:**

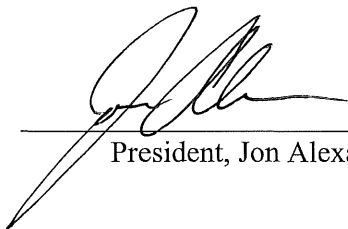
1. **Acceptance of Letter(s) of Resignation / Retirement** –
  - Mr. Butler made a motion to accept the letter of retirement from Mrs. Maureen Hogg, Secretary at Frankfort Community High School, effective August 1, 2024. Mr. Brown seconded the motion. The motion carried 6-0.
  - Mr. Butler made a motion to accept the letter of resignation from Mrs. Erin McElyea, teacher at Denning Elementary School, effective at the end of the 2020-2021 school year. Mr. Brown seconded the motion. The motion carried 6-0.
2. **Consideration of Salary Rate Adjustments for Non-Certified Substitutes to Meet Minimum Wage Requirements** – Mr. Butler made a motion to approve the compensation adjustments as presented for Non-Certified Substitutes to \$11.00 per hour to Meet Legal Minimum Wage Requirements. Mr. Brown seconded the motion. The motion carried 6-0.

- 3. Authorization to Post / Advertise Positions** – Mr. Hawkins made a motion to authorize the Superintendent to post a 2<sup>nd</sup> grade teacher position and an EOC aide position. Mr. Butler seconded the motion. The motion carried 6-0.

**VIII. Board Member Comments:** The Board made the following comments:

- Mr. Alexander commented on the adversity of 2020 including the passing of a Board Member, congratulating the administration, faculty, and staff and getting through this year;
- Mr. Butler recognized the Angel Tree and Blanket Distribution events held at the West Frankfort Aquatic Center, spotlighting Jessica O’Daniel, Doug Corzine, Cheryl Russell, Lisa Hilliard, Sarah Wall, Melissa Nicklin, David Chick, Lane Murphy, Hannah Jude, Norma Jones, Charley Cass, Cannon Cass, Morgan Holevoet, Kia Czuprynski, Ashley Summers, Connie Kirk, Kelley Hall, Katie Keown, Herron Rehab and Wellness (Dr. Chere Herron, Kathleen Cohen, Casey Stanley), and donators Domino’s, Dixie Cream, McDonald’s, Hardee’s, Vicky Bernard, Lisa Smith, and Pam Jones;
- Mr. Griffith commented on the continued fight that Mr. Tim Murphy is showing with his illness and encouraged prayers to continue (note: he lost that fight and passed away from COVID on December 23);
- Mr. Donkin remembered the passing of retired teacher, Mr. Pat Sipes.

**IX. Adjourn:** Mr. Butler made a motion to adjourn the meeting. Mr. Griffith seconded the motion. The motion carried 6-0. The meeting was adjourned at 9:29 p.m.



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President, Jon Alexander



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Secretary, Clint Hawkins