

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

Monday, January 25, 2021 – 6:00 pm

The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on Monday, January 25, 2021, 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.

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 6:03 p.m. with the following board members physically present: Larry Burns, Dr. Gayle Crawford, Keith Griffith, and Clint Hawkins. Board member Jon Alexander was present via Google Meets. Board members Cam Brown and John Butler were absent.

Approximately nine administrators, directors, and members of the public attended in person with another eight joining on line.

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

A moment of silence was held to honor Mrs. Ashley Rivett, who was a current Kindergarten teacher at Denning Elementary School, and Mr. Tim Murphy, a current substitute teacher a retired, long-time Art Teacher and Coach for the District upon their passing since the last Board Meeting.

III. Approval of Minutes – Approve Minutes of the Open and Closed Sessions of the December 21, 2020, Regular Meeting and Truth in Taxation Hearing: Mr. Griffith made a motion to approve the minutes of the Open and Closed Sessions of the December 21, 2020, Regular Meeting and the Truth in Taxation Hearing. Mr. Burns seconded the motion. The motion carried 5-0.

IV. Approval of Bills and Financial Reports: Mr. Hawkins made a motion to approve the bills in the amount of \$694,151.92 and financial reports, including two payrolls in the month of December 2020 in the amount of \$854,972.54. Dr. Crawford seconded the motion. The motion carried 5-0.

V. Reports:

- A. Superintendent:** Mr. Donkin expressed appreciation to all who have reached out to the District this past week, and also noted the beginning of the third week of hybrid / in-person learning. He informed the Board that we are waiting on more information regarding federal funds and monitoring state government regarding funding. He also recognized the work by staff as athletics and activities come back on line, the commencing of work on math curriculum, and previewing transportation bid work.
- B. School Administrators:** Reports were submitted in writing and also briefly discussed with the Board.
- C. Special Education:** A report was submitted in writing and also briefly discussed with the Board.
- D. Curriculum:** A report was submitted in writing and also briefly discussed with the Board.
- E. Grant Programs:** A report was submitted in writing and also briefly discussed with the Board.

- F. Activities and Athletics:** A report was submitted in writing and also briefly discussed with the Board.
- G. Maintenance:** A report was submitted in writing and also briefly discussed with the Board.
- H. Food Service:** A report was submitted in writing and also briefly discussed with the Board.
- I. Committee Reports:** None.
- J. FCUSD #168 Foundation, Inc.:** None.

VI. Old Business: There was none.

VII. New Business:

A. Business and Operations Proposals and Agreements:

- 1. Authorization to Begin Process to Secure Line of Credit:** Dr. Crawford made a motion to authorize the Superintendent to begin the process to secure a Line of Credit at Banterra Bank for the use of Frankfort CUSD #168. Mr. Burns seconded the motion. The motion carried 5-0.
- 2. Second Reading of Amendments to Board Policy:** Mr. Donkin read the second 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.
- 3. Consideration of Amendments to Board Policies:** Mr. Griffith made a motion to approve the revision and amendments to the Board Policies as presented. Mr. Alexander seconded the motion. The motion carried 5-0.
- 4. Semi-Annual Review of Closed Session Minutes:**
 - Dr. Crawford made a motion to approve to keep the minutes from previous closed session meetings closed at this time. Mr. Hawkins seconded the motion. The motion carried 5-0.
 - Mr. Griffith made a motion to destroy the Verbatim Record Audio Recordings of Closed Session Meetings from 2019 of January 3, January 12, January 28, February 5, February 12, February 25, March 18, April 15, April 29, May 2, May 20, June 11, and June 24. Mr. Burns seconded the motion. The motion carried 5-0.

B. Facilities:

- 1. Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** – Mr. Donkin reported that there was no update but there was continuing monitoring of state actions.

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- 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; and . . . other matters relating to individual students as stated in *5 ILCS 120/2 (c)(1)(2)(5)(8)(10)*. Mr. Burns seconded the motion. The motion carried 5-0. The Board was in closed session from 6:37 p.m. to 8:34 p.m.
- D. Return to Open Session:** Mr. Hawkins made a motion to re-convene in open session. Mr. Griffith seconded the motion. The motion carried 5-0.
- E. Personnel:**
- 1. Acceptance of Letter(s) of Resignation / Retirement:**
 - Mr. Griffith made a motion to accept the letter of retirement from Mrs. Debbie Griffith, Secretary at Denning Elementary School, effective at the end of the day on February 10, 2021. Dr. Crawford seconded the motion. The motion carried 5-0.
 - Dr. Crawford made a motion to accept the letter of retirement from Mrs. Toni Brookhouse, Teacher at Frankfort Intermediate School, effective at the end of the 2024-2025 School Year. Mr. Alexander seconded the motion. The motion carried 5-0.
 - Mr. Hawkins made a motion to accept the letters of resignation from Ms. Keshia Bowling, chaperone at Denning Elementary School and Ms. Morgan Griffith, Assistant Girls' Volleyball Coach at Central Junior High School. Mr. Burns seconded the motion. The motion carried 5-0.
 - 2. Employ Professional Educator Licensed Employee – Mathematics – FCHS:** Mr. Griffith made a motion to employ Mr. Mitch Kerley as a Professional Educator Licensed Employee as a Mathematics Instructor at Frankfort Community High School for the 2021-2022 School Year provided that licensure and background checks have been completed. Dr. Crawford seconded the motion. The motion carried 5-0.
 - 3. Employ Secretary at Denning Elementary School:** Mr. Griffith made a motion to employ Mrs. Jayma Buckingham as Secretary at Denning Elementary School provided that background checks and other entry documents have been completed. Dr. Crawford seconded the motion. The motion carried 5-0.
 - 4. Consideration of Salary Rate Adjustments for District Administrators and Non-Certified, Support Staff for 2020-2021 Fiscal Year:** Dr. Crawford made a motion to table this item. Mr. Alexander seconded the motion. The motion carried 5-0.
 - 5. Approval of 2020-2021 Fall, Winter, and Spring Sports Coaches for FCHS/CJHS:**
 - a. Employ Assistant Girls' Basketball Coach for 2020-2021 – CJHS:** Mr. Griffith made a motion to employ/approve Mr. Josh Webb as an Assistant Girls' Basketball

Coach at Central Junior High School for 2020-2021. Mr. Burns seconded the motion. The motion carried 4-1 on the following roll call vote: Alexander – yes; Burns – yes; Crawford – no; Griffith – yes; Hawkins - yes.

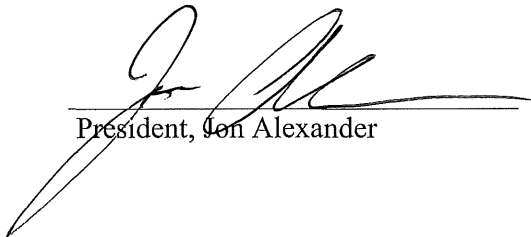
b. Employ Assistant Girls' Volleyball Coach for 2020-2021 – CJHS: Dr. Crawford made a motion to employ/approve Ms. Jessica Grimes as an Assistant Girls' Volleyball Coach at Central Junior High School for 2020-2021. Mr. Hawkins seconded the motion. The motion carried 5-0.

6. Authorization to Post / Advertise Positions: Mr. Hawkins made a motion to authorize the Superintendent to post the position of Payroll Clerk/Bookkeeper. Mr. Alexander seconded the motion. The motion carried 5-0.

VIII. Board Member Comments: There were no comments from board members.

Mr. Donkin announced that there would need to be a Special Meeting within the next couple of weeks to address Student Transportation Bids.

IX. Adjourn: Mr. Griffith made a motion to adjourn the meeting. Mr. Hawkins seconded the motion. The motion carried 5-0. The meeting was adjourned at 8:45 p.m.



President, Jon Alexander



Secretary, Clint Hawkins