

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

Monday, April 19, 2021 – 6:00 pm

The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on Monday, April 19, 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 6:01 p.m. with the following board members physically present: Jon Alexander, Cam Brown, Larry Burns, John Butler, Dr. Gayle Crawford, Keith Griffith, and Clint Hawkins.

Approximately twenty administrators, directors, board members-elect, staff, and members of the public attended in person with another six joining online.

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

III. Approval of Minutes –Open and Closed Sessions of the March 15, 2021, Regular Meeting: Mr. Griffith made a motion to approve the minutes of the Open and Closed Sessions of the March 15, 2021, Regular Meeting. Mr. Brown seconded the motion. The motion carried 7-0.

IV. Approval of Bills and Financial Reports: Dr. Crawford made a motion to approve the bills in the amount of \$1,007,709.19 and financial reports, including two payrolls in the month of March 2021, in the amount of \$874,669.89. Mr. Griffith seconded the motion. The motion carried 7-0.

V. Reports:

- A. Superintendent:** Mr. Donkin spoke briefly about the last stretch of the school year coming up, as well as requests from the Teamsters' Bargaining Units to begin negotiations for their respective Collective Bargaining Agreements.
- B. School Administrators:** Reports were submitted in writing and discussed with the Board.
- C. Special Education:** A report was submitted in writing and discussed with the Board.
- D. Curriculum:** A report was submitted in writing and discussed with the Board.
- E. Grant Programs:** A report was submitted in writing and discussed with the Board.
- F. Activities and Athletics:** A report was submitted in writing and discussed with the Board.
- G. Maintenance:** A report was submitted in writing and discussed with the Board.
- H. Food Service:** A report was submitted in writing and discussed with the Board.
- I. Committee Reports:** None.
- J. FCUSD #168 Foundation, Inc.:** None.

VI. Old Business: None.

VII. New Business:

- A. Curricular and Extra-Curricular Proposals:**
 - 1. Consideration of ISBE Consolidated District Plan – Title and Special Education Programs –** Dr. Crawford made a motion to approve the Consolidated District Plan for the

Title and Special Education Grants Programs. Mr. Griffith seconded the motion. The motion carried 7-0.

2. **Consideration of Curriculum Course Offering(s) – Elective(s) at FCHS** - After hearing a presentation from FCHS Special Education Teacher, Mr. Braden Mayer, Mr. Butler made a motion to approve the proposed Curriculum Course Offering for CTE and Special Education at FCHS. Dr. Crawford seconded the motion. The motion carried 7-0.
3. **Consideration of Approval for Future Field Trip(s)** – After hearing a presentation from FCHS Spanish Teacher, Mr. Kevin Butler, Mr. Griffith made a motion to approve the proposed Foreign Language Club Field Trip to Peru for the summer of 2024. Mr. Burns seconded the motion. The motion carried 6-1 on the following roll call vote: Alexander – yes; Brown – yes; Burns – yes; Butler – no; Crawford – yes; Griffith – yes; Hawkins – yes.
4. **Consideration of Approval of IHSA Membership for 2021-2022** – Dr. Crawford made a motion to approve the renewal of membership in the Illinois High School Association for the 2021-2022 School Year. Mr. Griffith seconded the motion. The motion carried 7-0.
5. **Consideration of Authorization to Develop 2021 Summer School Programs for the District** – Dr. Crawford made a motion to authorize the Superintendent and the Administrative Team to develop Summer School Programs for June 2021 for the District to include course offerings at all grade levels and in Drivers' Education. Mr. Hawkins seconded the motion. The motion carried 7-0.
6. **Consideration of Authorization to Develop 2021 Special Education Extended School Year Program** – Dr. Crawford made a motion to authorize the Superintendent and the Director of Special Education to develop a Special Education Extended School Year Program to be held in June of 2021. Mr. Alexander seconded the motion. The motion carried 7-0.

B. Calendars and Scheduling:

1. **Consideration of 2021-2022 Public School Calendar** – Mr. Griffith made a motion to approve the Proposed 2021-2022 Public School Calendar for the District with the first Teachers' Institute Day to be held on Thursday, August 12, 2021; a half-day student attendance day and half-day Teacher In-Service day on Friday, August 13, 2021; and the last scheduled day on Tuesday, May 31, 2022. Mr. Alexander seconded the motion. The motion carried 7-0.

C. Business and Operations Proposals and Agreements:

1. **Consideration of Resolution Authorizing a Line of Credit with Banterra Bank** – Mr. Griffith made a motion to ratify the Resolution Authorizing a Line of Credit with Banterra Bank. Mr. Burns seconded the motion. The motion carried 7-0.
2. **Authorization to Call for Bids for Dairy, Bread, Trash, Pest Control, and Mowing Services** – Mr. Hawkins made a motion to authorize the Superintendent to call for bids for Dairy, Bread, Trash, and Mowing Services for the 2021-2022 School / Fiscal Year. Dr. Crawford seconded the motion. The motion carried 7-0.

D. Facilities:

1. **Consideration of Facility Name Change** – Dr. Crawford made a motion to approve the change of the name of the Office of Special Education to the Office of Student Services to better reflect the overall work done in that office. Mr. Griffith seconded the motion. The motion carried 7-0.
2. **Update RE: HVAC and Roofing Planning and Work for Central Junior High School** – Mr. Donkin reported that bids will be due on Thursday, April 22, 2021, for approval the

following week along with bonding approval to assist in the financing. The work will begin Summer 2021.

3. **Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** - Mr. Donkin reported that the District is still monitoring the State of Illinois for updates on construction funds.

E. **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; and . . . other matters relating to individual students as stated in *5 ILCS 120/2 (c)(1)(2)(5)(10)*. Mr. Burns seconded the motion. The motion carried 7-0. The Board was in closed session from 7:34 p.m. to 10:02 p.m.

F. **Return to Open Session:** Mr. Butler made a motion to re-convene in open session. Mr. Brown seconded the motion. The motion carried 7-0.

G. Personnel:

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

- Mr. Butler made a motion to accept the letter of retirement from Mrs. Susan Darnell, Kindergarten Teacher Denning Elementary School, effective at the end of the 2025-2026 School Year. Mr. Hawkins seconded the motion. The motion carried 7-0.
- Dr. Crawford made a motion to accept the letters of resignation from Mr. Charley Cass, Principal at Central Junior High School effective June 30, 2021; Mrs. Tracy Hill, CJHS Assistant Girls' Track Coach effective immediately; Mrs. Shae Gugle, CJHS Cheer Sponsor, effective at the conclusion of the school year; and Mrs. Elizabeth Robinson, Technology Coordinator at FCHS effective at the end of the school year. Mr. Butler seconded the motion. The motion carried 7-0.

2. **Consideration of Updated Job Descriptions for Administrative Positions** – Mr. Butler made a motion to table the updated job descriptions and assignment of duties for the positions of as presented. Mr. Griffith seconded the motion. The motion carried 7-0.

3. **Employ Administrator to be Assigned to CJHS for 2021-2022 School Year** – Dr. Crawford made a motion to employ Mrs. Angela Jilek as an Administrator to be assigned as Principal at Central Junior High School for the 2021-2022 School Year on a one-year contract as a continuing employee of the District. Mr. Burns seconded the motion. The motion carried 7-0.

4. **Employ Administrator to be Assigned to FCHS for 2021-2022 School Year** – Mr. Butler made a motion to employ Mrs. Lyndsay Robinson as an Administrator to be assigned as an Assistant Principal at Frankfort Community High School with other duties to be assigned for the 2021-2022 School Year, and to be granted a contract for a period of three years provided that licensure and background checks have been completed. Mr. Brown seconded the motion. The motion carried 7-0.

5. **Employ Professional Educator Licensed Employee – 5th Grade – FIS** – Dr. Crawford made a motion to employ Ms. Ashley Willmore as a Professional Educator Licensed Employee as a 5th Grade Instructor at Frankfort Intermediate School for the 2021-2022

School Year provided that licensure and background checks have been. Mr. Hawkins seconded the motion. The motion carried 7-0.

6. **Employ Professional Educator Licensed Employee – Mathematics – CJHS** – Dr. Crawford made a motion to employ Ms. Kiarha Wilce as a Professional Educator Licensed Employee as a Mathematics Instructor to be assigned to Central Junior High School for the 2021-2022 School Year provided that licensure and background checks have been completed. Mr. Griffith seconded the motion. The motion carried 7-0.
7. **Employ Professional Educator Licensed Employee – ELA – FCHS** – Mr. Butler made a motion to employ Mr. Josh Sertich as a Professional Educator Licensed Employee as an English Language Arts Instructor to be assigned to Frankfort Community High School for the 2021-2022 School Year provided that licensure and background checks have been completed. Mr. Alexander seconded the motion. The motion carried 6-0-1 on the following roll call vote: Alexander – yes; Brown – abstain; Burns – yes; Butler – yes; Crawford – yes; Griffith – yes; Hawkins - yes.
8. **Employ Professional Educator Licensed Employee – ELA – CJHS** – Mr. Butler made a motion to employ Mrs. Lyndsay Teal as a Professional Educator Licensed Employee as an English Language Arts Instructor to be assigned to Central Junior High School for the 2021-2022 School Year provided that licensure and background checks have been completed. Mr. Griffith seconded the motion. The motion carried 6-0-1 on the following roll call vote: Alexander – yes; Brown – abstain; Burns – yes; Butler – yes; Crawford – yes; Griffith – yes; Hawkins - yes.
9. **Employ Professional Educator Licensed Employee – Title Reading – DES** – Dr. Crawford made a motion to employ Mrs. Jamie Follis as a Professional Educator Licensed Employee as a Title Program Reading Instructor to be assigned to Denning Elementary School for the 2021-2022 School Year provided that licensure and background checks have been completed. Mr. Butler seconded the motion. The motion carried 7-0.
10. **Employ Professional Educator Licensed Employee – Special Education – Functional – FCHS** – Dr. Crawford made a motion to employ Ms. Chyanne Ulber as a Professional Educator Licensed Employee as a Special Education Instructor to be assigned to a Functional Classroom at Frankfort Community High School for the 2021-2022 School Year provided that licensure and background checks have been completed. Mr. Butler seconded the motion. The motion carried 7-0.
11. **Employ Para-Professional Educator Licensed Employee(s):**
 - Mr. Butler made a motion to employ Mrs. Lindsey Tabor as a Paraprofessional Educator Licensed Employee EOC – 7.0 Hours at FIS provided that licensure and background checks have been completed. Mr. Alexander seconded the motion. The motion carried 7-0.
 - Mr. Hawkins made a motion to employ Mrs. Felicia Houser as a Paraprofessional Educator Licensed Employee EOC Aide – 7.5 Hours at CJHS provided that licensure and background checks have been completed. Mr. Butler seconded the motion. The motion carried 7-0.
12. **Consideration of Action on Dismissal of Educational Support Employee** – Mr. Griffith made a motion to approve the dismissal of Educational Support Employee Mrs. Mary Jackanicz, a Full-Time Cook at Denning Elementary School. Dr. Crawford seconded the motion. The motion carried 7-0.
13. **Approval and Employment of 2021-2022 Spring Sports Coaches and 2021-2022 Fall and Winter Sports Coaches for FCHS / CJHS:**

- Mr. Butler made a motion to approve Mr. Josh Webb as the CJHS Girls' Assistant Track Coach for the 2020-2021 School Year. Mr. Burns seconded the motion. The motion carried 7-0.
- Mr. Griffith made a motion to approve the following list of Fall and Winter Head Coaches for FCHS/CJHS Sports for the 2021-2022 school year that includes: Mr. Brian Beery (FCHS Football), Mr. Mike Karoski (FCHS Boys' Golf), Ms. Jessica Grimes (FCHS Girls' Golf), Mr. Matt Hampleman (FCHS Cross Country), Mr. Phil Overturf (CJHS Baseball), Mr. Jim Piersol (CJHS Softball), Mr. Lane Murphy (CJHS Cross-Country), Mr. Josh Sertich (FCHS Boys' Basketball), Mrs. Tracy Hill (FCHS Girls' Basketball), Mr. Rick Arrington (FCHS Wrestling). Mr. Alexander seconded the motion. The motion carried 7-0.

14. Consideration of Volunteer Coaching Position(s) and Personnel:

a. FCHS Girls' Track

- Mr. Butler made a motion to approve two volunteer coaching position for FCHS Girls' Track. Mr. Griffith seconded the motion. The motion carried 7-0.
- Mr. Griffith made a motion to approve Mr. Lane Murphy and Mr. Major McKeithen to fill the volunteer coaching position(s) for FCHS Girls' Track. Mr. Burns seconded the motion. The motion carried 7-0.

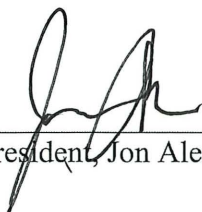
15. Consideration of Salary Rate Adjustments for District Administrators and Non-Certified, Support Staff – Mr. Griffith made a motion to approve the salary rate adjustment as presented for District Administration as presented including 3% for the Superintendent for the 2020-2021 school year. Mr. Burns seconded the motion. The motion carried 7-0.

16. Authorization to Post / Advertise Positions – Dr. Crawford made a motion to authorize the Superintendent to post positions for a Music Teacher at the K-8 grade level as well as ESSER Grant funded positions for an additional counselor at FCHS, an additional social worker for the District, and a non-certified Attendance / McKinney-Vento Homeless Program Liaison, as well as for the vacated positions of CJHS Cheer and FCHS Tech Coordinator. Mr. Alexander seconded the motion. The motion carried 7-0.

H. Authorization to Call a Special Meeting of the Board of Education: Dr. Crawford made a motion to call a Special Meeting of the Board of Education for Thursday, April 29, 2021, at 6:00 p.m. for the purposes of accepting the canvas of the election and then organizing the Board of Education, and other items that may be needed at that time. Mr. Griffith seconded the motion. The motion carried 7-0.

VIII. Board Member Comments: Heard board member comments regarding an apology, thanks for the work of everyone in the district, and praise for the out-going and in-coming board members.

IX. Adjourn: Mr. Butler made a motion to adjourn the meeting. Mr. Brown seconded the motion. The motion carried 7-0. The meeting was adjourned at 10:28 p.m.



President, Jon Alexander



Secretary, Clint Hawkins

