

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

Monday, May 17, 2021 – 6:00 pm

The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on Monday, May 17, 2021, in the Central Junior High School Library, 1500 East Ninth Street, West Frankfort, Illinois.

- I. **Seat Newly Elected Members of the Board of Education (Oath of Office)** – At 6:00 p.m. as a newly elected board member, Mr. John Butler repeated the Oath of Office and took his seat at the Board table.

Approximately eighteen people were in attendance including District Administrators and Directors, members of the staff and public, and vendors.
- II. **Call to Order, Roll Call, and Establishment of Quorum:** President Keith Griffith called the Regular Meeting of the Frankfort Community Unit School District #168 to order at 6:02 p.m. with the following members present: Dawn Browning, Larry Burns, John Butler, Rick Conner, Keith Griffith, Clint Hawkins, and Kevin Toney.
- III. **Hearing of Delegates or Visitors and Public Comments:** There were none.
- IV. **Approval of Minutes – Closed Session of the April 19, 2021, Regular Meeting and the Open Session Minutes of the April 29, 2021, Special Meeting and the Special, Organizational Meeting:** Mr. Burns made a motion to approve the Minutes of the Closed Session of the April 19, 2021, Regular Meeting and the Open Session Minutes of the April 29, 2021, Special Meeting and the Special, Organizational Meeting. Mr. Hawkins seconded the motion. The motion carried 7-0.
- V. **Approval of Bills and Financial Reports:** Mr. Griffith made a motion to approve the bills in the amount of \$1,081,372.26 and financial reports, including three payrolls in the month of April 2021, in the amount of \$1,330,274.79. Mr. Burns seconded the motion. The motion carried 7-0.
- VI. **Reports:**
 - A. **Superintendent:** Mr. Donkin’s report included remarks regarding the last few weeks of the school year, general information regarding graduation and promotion ceremonies, better news on the fate of Evidence Based Funding this spring, and the changing of Directors of the Franklin County Regional Delivery System from the retiring Mr. George Hopkins to Mrs. Jan Farkas effective July 1, 2021.
 - 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.

VII. **Old Business:** None.

VIII. **New Business:**

A. Business and Operations Proposals and Agreements:

1. **Authorization to Place Amended 2020-2021 Budget on Review** – Mr. Hawkins made a motion to place the Tentative Budget on review and advertise in the required forums. Mr. Toney seconded the motion. The motion carried 7-0.
2. **Consideration of Student Internship Agreement between Frankfort CUSD #168 and National Louis University RE: Student Teachers and Observers** – Mr. Griffith made a motion to ratify a Student Internship Agreement between Frankfort CUSD #168 and National Louis University in Chicago for Student Teachers and Observers. Mrs. Browning seconded the motion. The motion carried 7-0.
3. **Updates RE: Bids for Dairy, Bread, Trash, and Mowing Services** – Mr. Donkin updated the Board.
4. **Consideration of Authorization of Vehicle Purchases for District Operations** – Mr. Butler made a motion to authorize the Superintendent to investigate the purchase of a maintenance truck and two Activity Buses utilizing already approved federal ESSER grant funds. Mr. Toney seconded the motion. The motion carried 7-0.

B. Facilities:

1. **Update RE: HVAC and Roofing Planning and Work for Central Junior High School** – The Board heard an update from Mr. Jake McCann from Baysinger Architects on the CJHS HVAC and roofing project regarding construction schedules and potential delays on the arrival of materials.
2. **Update and Consideration of Renovation Planning and Maintenance Work Projects at Denning Elementary School:**
 - Mr. Butler made a motion to award the painting work quoted for Denning Elementary School to the firm of Gracie Painting for hallways, restrooms, and common areas. Mr. Griffith seconded the motion. The motion carried 7-0.
 - Mr. Toney made a motion to authorize the Superintendent to work with our architects on the planning and feasibility of future potential renovation of Denning Elementary School Facilities. Mrs. Browning seconded the motion. The motion carried 7-0
3. **Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** – The Board heard a brief update on construction funds including HB 3637 which is up for consideration in the Capitol.

C. Miscellaneous: Potential mowing options were discussed.

D. Possible Closed Session: Mr. Hawkins 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; and . . . other matters relating to individual students as stated in *5 ILCS 120/2 (c)(1)(2)10*. Mr. Burns seconded the motion. The motion carried 7-0. The Board was in closed session from 7:25 p.m. to 9:54 p.m.

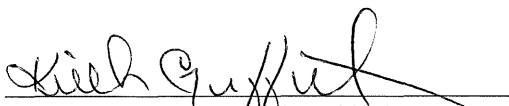
Mr. Butler made a motion to re-convene in open session. Mr. Toney seconded the motion. The motion carried 7-0.

E. Personnel:

1. **Acceptance of Letter(s) of Resignation / Retirement:** None.
2. **Employ Professional Educator Licensed Employee – Music Instructor – CJHS/FIS:** Mr. Butler made a motion to employ Mr. Jeremy Followell as a Professional Educator Licensed Employee as a Music Instructor at Central Junior High and Frankfort Intermediate 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.
3. **Employ Professional Educator Licensed Employee – School Counselor – FCHS:** Mr. Hawkins made a motion to table this item. Mr. Butler seconded the motion. The motion carried 7-0.
4. **Employ Support Personnel – Attendance / Homeless Student Liaison for District –** Mr. Butler made a motion to employ Alicia Eubanks as a Support Personnel Employee as Attendance and Homeless Student Liaison for the District for the 2021-2022 School Year provided that licensure and background checks have been completed. Mr. Burns seconded the motion. The motion carried 7-0.
5. **Consideration of Updated Job Descriptions for Administrative Positions –** None.
6. **Consideration of Salary Rate Adjustments for District Administrators and Non-Certified, Support Staff –** Mr. Griffith made a motion to approve salary rates for school year 2021-2022 for the CJHS Principal and the FCHS Assistant Principal as presented. Mr. Toney seconded the motion. The motion carried 7-0.
7. **Authorization to Post / Advertise Positions –** Mr. Butler made a motion to authorize the Superintendent to post positions for an additional Math Interventionist at the grade school level as well as two Para-Professionals (one assigned to each interventionist) for the 2021-2022 school year. Mr. Griffith seconded the motion. The motion carried 7-0.

IX. **Board Member Comments –** The Board heard comments from Mr. Butler regarding Ms. Francis and the successful Music Department concert on Friday with Mr. Toney echoing the statement.

X. **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 10:00 p.m.



President, Keith Griffith



Secretary, Dawn Browning

