

Frankfort Community Unit School District #168
BOARD OF EDUCATION
SPECIAL ORGANIZATIONAL MEETING

Thursday, April 29, 2021 – 6:05 pm

The Board of Education of Frankfort Community Unit School District #168 held a Special Organizational Meeting on Thursday, April 29, 2021, in the Central Junior High School Library, 1500 East Ninth Street, West Frankfort, Illinois. The purpose of the meeting was to have recently elected Board Members repeat the Oath of Office, select officers, approve a Code of Conduct; approve the Board's meeting dates, times, and locations; consider a Resolution for the Issuance of General Obligation Limited School Bonds for the purpose of increasing the Working Cash Fund for renovations at Central Junior High School; to approve bids for renovations at Central Junior High School; and to consider personnel issues.

- I. Seat Newly Elected Members of the Board of Education (Oath of Office)** – Mrs. Dawn Browning (4 year), Mr. Rick Conner (4 year), Mr. Larry Burns (4 Year), and Mr. Kevin Toney (2 year) repeated the Oath of Office and took their seats at the Board table. Mr. John Butler was unable to attend and will repeat the Oath at a later date.

Approximately fourteen 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:** Superintendent Matt Donkin called the Special Organizational Meeting of the Frankfort Community Unit School District #168 Board of Education to order at 6:19 p.m. with the following members present: Dawn Browning, Larry Burns, Rick Conner, Keith Griffith, Clint Hawkins, and Kevin Toney. Board member John Butler was absent.

III. New Business:

A. Election of Officers:

- 1) Election of President *Pro-Tempore*** - Mr. Donkin opened the floor for nominations for President Pro-Tem. Mr. Burns nominated Mr. Keith Griffith. On a roll call question, Mr. Griffith was elected President Pro-Tem 6-0.
- 2) Election of Secretary *Pro-Tempore*** – As President Pro-Tem, Mr. Griffith opened the floor for nominations for Secretary Pro-Tem. Mr. Burns nominated Mr. Clint Hawkins. On a roll call question, Mr. Hawkins was elected Secretary Pro-Tem. 6-0.
- 3) Election of President** – As President Pro-Tem, Mr. Griffith opened the floor for nominations for President for a two-year term. Mr. Burns nominated Mr. Keith Griffith, and Mr. Toney nominated Mr. Clint Hawkins. On a roll call question, Mr. Griffith was elected President 4-2 on the following roll call: Browning: Griffith, Burns: Griffith, Conner: Hawkins, Griffith: Griffith, Hawkins: Griffith, Toney: Hawkins.
- 4) Election of Vice-President** – Mr. Griffith opened the floor for nominations for Vice-President for a two-year term. Mr. Burns nominated Clint Hawkins. On a roll call question Mr. Hawkins was elected Vice-President 6-0.

- 5) **Election of Secretary** – Mr. Griffith opened the floor for nominations for Secretary for a two-year term. Mr. Hawkins nominated Dawn Browning. On a roll call question Mrs. Browning was elected Secretary 6-0.

B. Appointment of Other Officers:

- 1) **Appointment of Treasurer** – Mr. Hawkins made a motion to appoint Mrs. Keri White as District Treasurer. Mr. Burns seconded the motion. The motion carried 6-0.
- 2) **Appointment of Recording Secretary** – Mr. Toney made a motion to appoint Mrs. Keri White as Recording Secretary. Mr. Burns seconded the motion. The motion carried 6-0.

- C. Approve Illinois Association of Schools Boards' (IASB) Code of Conduct for Members of School Boards** - After Mr. Donkin read the Code of Conduct for Members of School Boards and reminding them that they are Mandated Reporters, Mr. Burns made a motion to approve the IASB's *Code of Conduct for Members of School Boards*. Mr. Hawkins seconded the motion. The motion carried 6-0.

- D. Determination of Board Meeting Dates, Times, and Locations** – After some discussion Mr. Griffith made motion to approve the Meeting Dates, Times, and Locations for the Frankfort CUSD #168 Board of Education for the remainder of Calendar Year 2021 as presented. Mr. Toney seconded the motion. The motion carried 6-0.

- E. Consideration of RESOLUTION providing for the issue of not to exceed \$2,000,000 General Obligation Limited School Bonds, Series 2021, of the School District for the purpose of increasing the Working Cash Fund of said School District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Bernardi Securities, Inc.:** - After hearing a presentation from Mr. Kevin Wills from Bernardi Securities summarizing a previously discussed potential Bond Sale for Working Cash funds for use on capital improvements at Central Junior High, Mr. Toney made a motion to ratify the RESOLUTION providing for the issue of not to exceed \$2,000,000 General Obligation Limited School Bonds, Series 2021, of the School District for the purpose of increasing the Working Cash Fund of said School District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Bernardi Securities, Inc. Mr. Hawkins seconded the motion. The motion carried 6-0.

F. Awarding of Bids for Renovation of Central Junior High School Facilities:

- 1) **Awarding of Bids for Heating, Ventilation, and Air Conditioning (HVAC) Work at CJHS Facilities** – After hearing a presentation from Baysinger Architects regarding bid results, Mr. Griffith made a motion to award the bid of \$1,218,000 for the HVAC work at CJHS Facilities to the firm of A&W Plumbing & Heating, Inc. Mr. Hawkins seconded the motion. The motion carried 6-0.
- 2) **Awarding of Bids for Roofing Work** – After hearing a presentation from Baysinger Architects regarding bid results Mrs. Browning made a motion to award the bid of \$747,750 for the roofing work at CJHS Facilities to the firm of Kehrer Brothers. Mr. Burns seconded the motion. The motion carried 6-0.

G. Possible Closed Session: The Board did not go into Closed Session.

H. Personnel:

- 1) **Acceptance of Letter(s) of Retirement / Resignation** – Mr. Hawkins made a motion to accept the letters of resignation from Mrs. Holly Hood, Chaperone at Denning Elementary School effective May 7, 2021; and Mrs. Melanie Gwaltney, BETA Club Sponsor at Central Junior High School effective June 7, 2021. Mr. Burns seconded the motion. The motion carried 6-0.

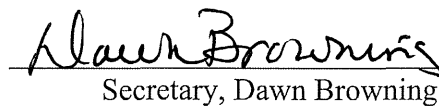
IV. Hearing of Delegates or Visitors and Public Comments: There were none.

V. Board Member Comments: Mr. Hawkins welcomed new board members.

VI. Adjournment: Mr. Hawkins made a motion to adjourn the meeting. Mr. Burns seconded the motion. The motion carried 6-0. The meeting was adjourned at 6:58 p.m.



President, Keith Griffith



Secretary, Dawn Browning

