

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

Monday, January 24, 2022 – 6:00 pm

The Board of Education of the Frankfort Community Unit School District #168 held a Regular Board Meeting on January 24, 2022, at 6:00 p.m. in the Central Junior High School Library, 1600 East Ninth Street, West Frankfort, Illinois.

- I. **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 6:00 p.m. with the following members present: Dawn Browning, Larry Burns, John Butler, Rick Conner, Keith Griffith, Clint Hawkins, and Kevin Toney. Superintendent Matt Donkin, attended via Google Meets. Seventeen other people were present including the Recording Secretary, eight administrators and directors, and eight members of the public.
- II. **Hearing of Delegates or Visitors and Public Comments:** Three parents and members of the public, Mrs. Alyssa Joiner, Ms. Samantha Finn, and Mrs. Iris Kohzadi, spoke during public comments concerning the need for a Certified Athletic Trainer for sporting events.
- III. **Approval of Minutes – The Open and Closed Sessions of the December 20, 2021, Regular Meeting; the Open Session of the December 20, 2021, Truth in Taxation Hearing; and the Open Session of the January 13, 2022, Special Meeting:** Mr. Butler made a motion to approve the minutes of the Open and Closed Sessions of the December 20, 2021, Regular Meeting; the Open Session of the December 20, 2021, Truth in Taxation Hearing; and the Open Session of the January 13, 2022, Special Meeting. Mrs. Browning seconded the motion. The motion carried 7-0.
- IV. **Approval of Bills and Financial Reports:** Mr. Toney made a motion to approve the bills in the amount of \$1,291,033.57 and financial reports presented, including two payrolls in the month of December 2021, in the amount of \$980,951.38. Mr. Butler seconded the motion. The motion carried 7-0.
- V. **Reports:**
 - A. **Superintendent:** None
 - B. **School Administrators:** Written and oral reports from Administrators and Directors were reviewed.
 - C. **Special Education:** A written and oral report was reviewed.
 - D. **Curriculum:** A written and oral report was reviewed.
 - E. **Grant Programs:** A written and oral report was reviewed.
 - F. **Activities and Athletics:** A written report was reviewed.
 - G. **Maintenance:** A written and oral report was reviewed.
 - H. **Food Service:** A written and oral report was reviewed.
 - I. **Committee Reports:** None.
- VI. **Old Business:** None.

VII. **New Business:**

A. Business and Operations Proposals and Agreements:

1. **Authorization to Begin Process to Secure Line of Credit** – Mr. Hawkins 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. Mrs. Browning seconded the motion. The motion carried 7-0.
2. **Consideration of a Student Teaching Agreement between the University of the Cumberland in Williamsburg, Kentucky, and Frankfort CUSD #168** – Mr. Butler made a motion to approve the Student Teaching Agreement between the University of the Cumberland and Frankfort CUSD #168. 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** – Mr. Donkin gave an update on the final punch lists at CJHS and that contractors are waiting for dry and above freezing weather to pour concrete for the parking lot and playground area.
2. **Update RE: Renovation Planning and Maintenance Work Projects at Denning Elementary School** – Mr. Donkin reported that a letter of intent has been filed with the HVAC manufacturer to secure equipment from the factory.
 - a. **Consideration of Awarding of Bids for Renovation Work at Denning Elementary School.**
 - Mr. Butler made a motion to reject the bids presented for General Work for Renovation at Denning Elementary School. Mr. Toney seconded the motion. The motion carried 7-0.
 - Mr. Burns made a motion to reject the bids presented for Abatement Work at Denning Elementary School. Mr. Griffith 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** – No updates.

C. Miscellaneous: None.

D. Possible Closed Session: The Board did not convene in closed session.

E. Personnel:

1. **Acceptance of Letter(s) of Retirement / Resignation / Leave:**
 - Mrs. Browning made a motion to accept the letter of retirement from Mr. Kurt Griffith, Custodian at Denning Elementary School, effective December 31, 2024. Mr. Keith Griffith seconded the motion. The motion carried 7-0.
 - Mr. Butler made a motion to accept and recognize resignations communicated to us from Mrs. Lauren Doty, Para-Professional Teachers' Aide at Denning Elementary School, effective January 18, 2022; Ms. Nicole Fry, Assistant Volleyball Coach at FCHS and CJHS, effective January 1, 2022; and Mrs. Amanda Youngblood, Student Council Sponsor at FCHS, effective at the end of the 2021-2022 School Year. Mr. Griffith seconded the motion. The motion carried 7-0.
2. **Employ Professional Educator Licensed Employee – Special Education – Early Childhood – DES** – Mrs. Browning made a motion to employ Mrs. Michelle Smith, as a

Professional Educator Licensed Employee – Special Education in Early Childhood at Denning Elementary School, provided that licensure and background checks have been completed. Mr. Toney seconded the motion. The motion carried 7-0.

3. **Employ Support Staff Member(s) – Part-Time 3-Hour Cook at FCHS** – Mr. Butler made a motion to employ Ms. Monaka Karnes, as a Part-Time 3-Hour Cook at Frankfort Community High School, provided that background checks have been completed. Mr. Burns seconded the motion. The motion carried 7-0.
4. **Approval of 2021-2022 Fall, Winter, and Spring Sports Coaches for FCHS/CJHS:**
 - a. **Employ Assistant Girls' Volleyball Coach for 2021-2022 – CJHS** – Mr. Hawkins made a motion to employ / approve Ms. Kiarha Wilce as Assistant Girls' Volleyball Coach at Central Junior High School for the 2021-2022 School Year. Mr. Griffith seconded the motion. The motion carried 7-0.
5. **Authorization to Post / Advertise Positions** – Mr. Griffith made a motion to authorize the Superintendent to post a position for a Program Aide at Denning Elementary School. Mrs. Browning seconded the motion. The motion carried 7-0.

VIII. **Board Member Comments** – Mr. Butler mentioned the Agriculture program's trip to Dixon Springs to see their work and the wrestlers for their recent successes. Mr. Toney asked about Mid-Winter Classic information.

IX. **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 7:05 p.m.

President, Keith Griffith

Secretary, Dawn Browning