

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

**Monday, February 28, 2022 – 6:00 pm**

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The Board of Education of the Frankfort Community Unit School District #168 held a Regular Board Meeting on February 28, 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, Rick Conner, Keith Griffith, Clint Hawkins, and Kevin Toney. Board member John Butler was absent.
- II. **Hearing of Delegates or Visitors and Public Comments:** Nicholas Larkin and his 8<sup>th</sup> grade daughter spoke to the board in support of a CJHS Graduation or other kind of celebration.
- III. **Approval of Minutes – The Open Session of the January 24, 2022, Regular Meeting:** Mrs. Browning made a motion to approve the minutes of the Open Session of the January 24, 2022, Regular Meeting. Mr. Toney seconded the motion. The motion carried 6-0.
- IV. **Approval of Bills and Financial Reports:** Mr. Griffith made a motion to approve the bills in the amount of \$1,344,963.38 and financial reports presented, including two payrolls in the month of January 2022, in the amount of \$933,107.71. Mrs. Browning seconded the motion. The motion carried 6-0.
- V. **Reports:**
  - A. **Superintendent:** In Mr. Donkin’s report he spoke about the end of mandatory masking to recommended status, a conversation about a social work and counseling program status meeting, a mention of the continuing expansion of the music program, and progress on Athletic Training services with potential staffers for spring sports.
  - 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 and oral 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. **Calendars and Scheduling:**
    1. **Amendment of 2021-2022 Public School Calendar RE: Remote and Emergency Days –**  
Mr. Burns made a motion to approve the Amended 2021-2022 Public School Calendar to

reflect the Emergency Days used to this point of the year as presented and confirm that the last day of school will be May 31, 2022. Mrs. Browning seconded the motion. The motion carried 6-0.

- 2. Consideration of 2022 FCHS Graduation Date** – Mr. Toney made a motion to approve Thursday, May 19, 2022, as the date for Commencement Exercises at FCHS. Mr. Griffith seconded the motion. The motion carried 6-0.

**B. Business and Operations Proposals and Agreements:**

**1. Semi-Annual Review of Closed Session Minutes –**

- After unanimous consent, this item was moved to after the Closed Session. At that time, Mr. Toney made a motion to approve keeping the minutes from previous Closed Session Meetings confidential at this time. Mrs. Browning seconded the motion. The motion carried 6-0.
- Mr. Griffith made a motion to destroy the Verbatim Record Audio Recordings of Regular and Special Closed Session Meetings from 2020 of January 27, February 13, February 25, March 16, March 26, April 20, May 4, May 18, June 9, and June 22. Mr. Toney seconded the motion. The motion carried 6-0.

**C. Curricular and Extra-Curricular Programs:**

**1. Discussion of Graduation Requirements and Future Curriculum Offerings at FCHS –**

The Board heard a presentation from Mr. Dial on future graduation requirements from the State of Illinois and future staffing needs related to computer sciences at FCHS

- 2. Consideration of Authorization to Develop 2022 Summer School Programs for the District** – Mrs. Browning made a motion to authorize the Superintendent and the Administrative Team to develop Summer School Programs for June 2022 for the District to include course offerings at all grade levels and in Drivers' Education. Mr. Hawkins seconded the motion. The motion carried 6-0.
- 3. Consideration of Authorization to Develop 2022 Special Education Extended School Year Program** – Mr. Griffith 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 2022. Mr. Toney seconded the motion. The motion carried 6-0.
- 4. Consideration of Proposal for CJHS Golf Program** – Mr. Griffith made a motion to approve the proposal for a Boys' and Girls' Golf Program at Central Junior High School students to be led by a volunteer coach. Mr. Burns seconded the motion. The motion carried 6-0.

**D. Facilities:**

- 1. Update RE: HVAC and Roofing Planning and Work for Central Junior High School** – Mr. Donkin reported on summer plans at CJHS and ongoing parking lot concrete work.
- 2. Update RE: Renovation Planning and Maintenance Work Projects at Denning Elementary School** – Mr. Donkin reported the work to be done at Denning has been re-bid to include, at minimum, HVAC and roofing work with alternate bids covering a vestibule and a change to the office entrance.
- 3. Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** – Nothing to report.

**E. Miscellaneous: None.**

**F. 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 . . . including hearing testimony on a complaint; 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; . . . other matters relating to individual students, and discussion of minutes of meetings lawfully closed under this Act . . . for purposes of . . . semi-annual review of minutes as mandated” as stated in 5 *ILCS 120/2 (c)(1)(2)(5)(8)(10)(21)*. Mr. Burns seconded the motion. The motion carried 6-0. The Board was in closed session from 7:11 p.m. to 10:27 p.m.

- Mr. Hawkins made a motion to re-convene in Open Session. Mr. Burns seconded the motion. The motion carried 6-0.

**G. Personnel:**

**1. Acceptance of Letter(s) of Retirement / Resignation / Leave**

- Mr. Toney made a motion to accept the Letter of Retirement from Mr. Richard York, Auto Teacher at Frankfort Community High School, effective at the end of the 2026-2027 school year. Mr. Burns seconded the motion. The motion carried 6-0.
- Mrs. Browning made a motion to accept the Letter of Retirement from Mrs. Pam Pryor, Parent Liaison at Central Junior High School and Accounts Payable Clerk at the Administrative Service Center, effective March 4, 2022. Mr. Griffith seconded the motion. The motion carried 6-0.
- Mr. Griffith made a motion to accept and recognize resignation communicated to us from Mr. Steve Hicks, Special Education Coordinator at the Office of Student Services, effective at the end of the 2021-2022 school year; Mrs. Andrea Vinson, an Early Childhood Special Education Teacher at Denning Elementary School, effective at the end of the 2021-2022 school year; Mrs. Tammy Overturf, Para-Professional Teachers’ Aide at Frankfort Community High School, effective February 18, 2022; Mrs. Ashley Thompson, Chaperone at Denning Elementary School, effective January 28, 2022; and Mrs. Kia Czuprynski, Nurse / Parent Liaison at Denning Elementary School, effective February 28, 2022. Mr. Toney seconded the motion. The motion carried 6-0.

**2. Employ Para-Professional Educator Licensed Employee(s) –**

- Mrs. Browning made a motion to employ Ms. Megan Rogers as a Para-Professional Educator Licensed Employee – EOC – 7.0 Hours at Frankfort Intermediate School provided that licensure and background checks have been completed. Mr. Burns seconded the motion. The motion carried 6-0.
- Mr. Burns made a motion to employ Mrs. Kelsey Browning as a Para-Professional Educator Licensed Employee – effective immediately to be placed in a position to be determined at the conclusion of the bidding process provided that licensure and

background checks have been completed. Mrs. Browning seconded the motion. The motion carried 6-0.

- Mr. Griffith made a motion to employ Ms. Emily Uhls as a Para-Professional Educator Licensed Employee – EOC – 7.5 Hours at Frankfort Community High School provided that licensure and background checks have been completed. Mrs. Browning seconded the motion. The motion carried 6-0.

**3. Employ Support Staff Member – Parent Liaison at CJHS** – Mr. Hawkins made a motion to employ Mrs. Dayna Williams, as a Parent Liaison at Central Junior High School. Mr. Griffith seconded the motion. The motion carried 6-0.

**4. Consideration of Action on Dismissal of Educational Support Employee** – None.

**5. Authorization to Post / Advertise Positions** – Mrs. Browning made a motion to authorize the Superintendent to post the following positions: Assistant Superintendent – Human Resources (withdrawing the FCHS Assistant Principal posting), District Special Education Supervisor, Early Childhood Special Education Instructor at DES, Nurse / Parent Liaison at DES, and a Behavior Interventionist / ACR monitor to be assigned to FIS. Mr. Burns seconded the motion. The motion carried 6-0.

VIII. **Board Member Comments** – None.

IX. **Adjourn** – Mr. Hawkins made a motion to adjourn the meeting. Mr. Toney seconded the motion. The motion carried 6-0. The meeting was adjourned at 10:40 p.m.

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President, Keith Griffith

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Secretary, Dawn Browning