

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

Monday, May 16, 2022 – 6:00 pm

The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on May 16, 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.

Fifteen other people were present including the Superintendent, the Recording Secretary, eight administrators and directors, three faculty and staff members, and two members of the public.
- II. **Hearing of Delegates or Visitors and Public Comments:** None.
- III. **Approval of Minutes – The Open and Closed Sessions of April 18, 2022, Regular Meeting and the April 27, 2022, Special Meeting:** Mr. Conner made a motion to approve the minutes of the Open and Closed Sessions of the April 18, 2022, Regular Meeting and the April 27, 2022, Special Meeting. Mr. Burns seconded the motion. The motion carried 6-0.
- IV. **Approval of Bills and Financial Reports:** Mrs. Browning made a motion to approve the bills in the amount of \$933,432.27 and financial reports presented, including three payrolls in the month of April, 2022 in the amount of \$1,451,709.97. Mr. Griffith seconded the motion. The motion carried 6-0.
- V. **Reports:**
 - A. **Superintendent** – Mr. Donkin noted that it was the second to the last Monday of the school year and introduced Ms. Alicia Eubanks, the Attendance and McKinney-Vento Homeless Student Liaison who gave a report on her progress with students this year, as well as the number of students classified as homeless our district has compared to neighboring districts.
 - B. **School Administrators** - Written and oral reports from Administrators 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. **Possible Closed Session** - Mrs. Browning made a motion to convene in Closed Session to discuss “the selection of a person to fill a public office . . . including a vacancy in a public office, when the public body is given power to appoint under law or ordinance” as stated in 5 *ILCS 120/2*

(c)(3). Mr. Hawkins seconded the motion. The motion carried 6-0. The Board was in the first closed session from 6:50 p.m. to 7:40 p.m.

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

B. Consideration of an Appointment of a Candidate to Fill a Vacancy for an Unexpired Term on the Board of Education: Mr. Burns made a motion to appoint Mr. Jon Alexander to fill the un-expired term caused by the resignation of Mr. John Butler until the next scheduled election. Mrs. Browning seconded the motion. The motion carried 6-0.

C. Possible Seating of a Newly Appointed Member of the Board of Education (Oath of Office): Mr. Alexander repeated the Oath of Office and was seated on the Board of Education.

D. Business and Operations Proposals and Agreements:

1. **Authorization to Place Amended 2021-2022 Budget on Review** – Mr. Griffith 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 an Agreement with the City of West Frankfort RE: A School Resource Officer** – Mr. Alexander made a motion to approve the agreement with the City of West Frankfort for the 2022-2023 School Year for a School Resource Officer and direct the Superintendent to complete the agreement with appropriate terms as reviewed by legal counsel. Mr. Toney seconded the motion. The motion carried 7-0.
3. **Consideration of an Agreement with Hanson Professional Services, Inc. for Land Acquisition Negotiations Services** - Mrs. Browning made a motion to ratify the agreement with Hanson Professional Services, Inc. for Land Acquisition Negotiations Services pending review by legal counsel. Mr. Burns seconded the motion. The motion carried 7-0.

E. Curricular and Extra-Curricular Proposals:

1. **Consideration of ISBE Consolidated District Plan – Title I, II, III, IV, and V; IDEA Part B; ESSER II; ESSER III; and Foster Care Transportation** – Mr. Griffith made a motion to approve the Consolidated District Plan for the Title I, II, III, IV, and V; IDEA Part B; ESSER II; ESSER III; and Foster Care Transportation Grant Programs. Mr. Toney seconded the motion. The motion carried 7-0.

F. Calendars and Scheduling:

1. **Consideration of 2022-2023 Public School Calendar** - Mrs. Browning made a motion to approve the proposed 2022-2023 Public School Calendar for the District. Mr. Alexander seconded the motion. The motion carried 7-0.

G. Facilities:

1. **Update RE: Renovation Planning and Maintenance Work Projects at Denning Elementary School Facilities** – Mr. Donkin gave an update on the renovation schedule and the anticipate start of work around May 31.
2. **Update RE: HVAC and Roofing Planning and Work for Central Junior High School** – Mr. Donkin gave an update on the potential floor covering replacement project plans.
3. **Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** – Mr. Donkin relayed the news that the Illinois State Board of Education (ISBE) was requesting information from schools state-wide on capital construction needs.

H. Miscellaneous: Mr. Griffith expressed praise for the efforts of Ms. Francis, Mr. Followell, and their students at the spring concert for FIS/CJHS/FCCHS choral and band students. Mr. Toney also praised the students honored at the Gower Banquet and FCCHS Honors Night and their teachers.

I. Possible Closed Session: Mrs. Browning 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; 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; and . . . other matters relating to individual students” as stated in 5 *ILCS 120/2 (c)(1)(2)(5)(8)(10)*. Mr. Toney seconded the motion. The motion carried 7-0. The Board was in the second closed session from 8:01 p.m. to 9:25 p.m.

- Mr. Alexander made a motion to re-convene in Open Session. Mr. Hawkins seconded the motion. The motion carried 7-0.

J. Personnel:

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

- Mr. Toney made a motion to accept the irrevocable letter of retirement from Mrs. Dawn Toney, Credit Recovery Instructor at Frankfort Community High School, effective at the end of the 2025-2026 School Year, and from Mrs. Debbie Summers, Para-Professional Teachers’ Aide at Frankfort Intermediate School, effective on May 31, 2023. Mrs. Browning seconded the motion. The motion carried 7-0.
- Mrs. Browning made a motion to accept the letters of resignation from Mrs. Toni Brookhouse as a Time-Out Monitor at FIS, Ms. Emily Uhls as an Aide at FIS, Mr. Justin Jones as Assistant Baseball Coach at CJHS, and Mr. Braden Mayer as Assistant Cross Country Coach at FCCHS effective at the end of the 2021-2022 School Year and from Mrs. Angie Broy-Barton as a Chaperone at FIS effective April 28, 2022. Mr. Alexander seconded the motion. The motion carried 7-0.

2. Employ Professional Educator Licensed Employee – Health and Drivers’ Education Instructor – FCCHS – Mr. Conner made a motion to employ Mr. John David Butler as a Professional Educator Licensed Employee as a Health and Drivers’ Education Instructor at Frankfort Community High School provided that licensure and background checks have been completed. Mr. Hawkins seconded the motion. The motion carried 7-0.

3. Employ Secretary at Denning Elementary School – Mr. Alexander made a motion to employ Mrs. Kristy McClendon as Secretary at Denning Elementary School provided that background checks and other entry documents have been completed. Mr. Burns seconded the motion. The motion carried 7-0.

4. Employ Support Staff Member(s) – Chaperone(s) – FIS – Mr. Toney made a motion to employ Ms. Kaitlyn Swann as a Chaperone at Frankfort Intermediate School provided that background checks have been completed. Mrs. Browning seconded the motion. The motion carried 7-0.

5. Approval of Volunteer Coaching Positions and Personnel for 2022-2023. (A)

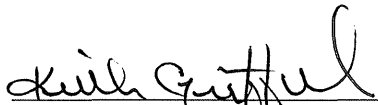
a. **FCHS Boys' Golf** – Mr. Alexander made a motion to approve Mr. Josh Webb to fill a vacant volunteer coaching position for FCHS Boys' Golf. Mr. Griffith seconded the motion. The motion carried 7-0.

6. **Authorization to Post / Advertise Positions** – Mr. Burns made a motion to authorize the Superintendent to post an opening for a Behavior Interventionist at DES and an additional School Social Worker for the District. Mr. Hawkins seconded the motion. The motion carried 7-0.


K. **Rescheduling of Regular Meeting of Monday, June 20, 2022, to Monday, June 27, 2022:** Mr. Alexander made a motion to approve rescheduling of the Regular Meeting of Monday, June 20, 2022, to Monday, June 27, 2022. Mr. Toney seconded the motion. The motion carried 7-0.

VIII. **Board Member Comments:** None.

IX. **Adjourn:** Mr. Alexander made a motion to adjourn the meeting. Mr. Hawkins seconded the motion. The motion carried 7-0. The meeting was adjourned at 9:33 p.m.



President, Keith Griffith



Secretary, Dawn Browning