

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

Monday, September 19, 2022 – 6:00 pm

The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on Monday, September 19, 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: Jon Alexander, Dawn Browning, Larry Burns, Rick Conner, Keith Griffith, Clint Hawkins, and Kevin Toney.

Sixteen other people were present, including the Superintendent, the Recording Secretary, eight administrators and directors, three faculty members, two students, and one member of the public.
- II. **Hearing of Delegates or Visitors and Public Comments:** Mrs. Schannone Steinberger commented on the Booster Club Fundraiser, an Eagle Scout project, and a parent concern regarding special meeting notification.
- III. **Approval of Minutes – The Open and Closed Sessions of the August 15, 2022, Regular Meeting and the August 30, 2022, Special Meeting:** Mr. Hawkins made a motion to approve the Minutes of the Open and Closed Sessions of the August 15, 2022, Regular Meeting and the August 30, 2022, Special Meeting. Mr. Griffith seconded the motion. The motion carried 7-0.
- IV. **Approval of Bills and Financial Reports:** Mr. Alexander made a motion to approve the bills in the amount of \$2,484,561.01 and financial reports presented, including two payrolls in the month of August, 2022 in the amount of \$947,156.01. Mr. Burns seconded the motion. The motion carried 7-0.
- V. **Reports:**
 - A. **Superintendent:** The Superintendent's report included comments about the coming end of the first quarter, various testing and screening procedures happening across the District, and some upcoming curriculum work.
 - B. **School Administrators:** Written and oral reports from Administrators were reviewed.
 - C. **Special Education** – A written and oral report was reviewed.
 - D. **Grant Programs** - A written report was reviewed.
 - E. **Activities and Athletics** - A written and oral report was reviewed.
 - F. **Maintenance** - A written and oral report was reviewed.
 - G. **Food Service** - A written report was reviewed.
 - H. **Committee Reports** – None.
- VI. **Old Business:** None.
- VII. **New Business:**
 - A. **Business and Operations Proposals and Agreements:**

1. **Consideration of a Resolution to Adopt the FY 2022-2023 Annual Budget** – Mr. Alexander made a Motion to Ratify the Fiscal Year 2022-2023 Annual Budget and direct that it be filed in the required venues. Mr. Burns seconded the motion. The motion carried 7-0.
2. **Second Reading of Amendments to Board Policy** – Superintendent Donkin presented the second reading of board policy amendments 2:230: Public Participation at School Board Meetings and Petitions to the Board; 3:70: Succession of Authority; 4:10: Fiscal and Business Management; 4:70: Resource Conservation; 4:180: Pandemic Preparedness; Management; and Recovery; 5:40: Communicable and Chronic Infectious Disease; 5:70: Religious Holidays; 5:80: Court Duty; 5:110: Recognition of Service; 5:140: Solicitations By or From Staff; 5:240: Suspension; 6:70: Teaching About Religions; 6:80: Teaching About Controversial Issues; 6:140: Education of Homeless Children; 6:290: Homework; 6:330: Achievement and Awards; 7:15: Student and Family Privacy Rights; 7:270: Administering Medicines to Students; and 7:285: Anaphylaxis Prevention, Response, and Management Program.
3. **Consideration of Amendments to Board Policy** – Mrs. Browning made a Motion to Approve the revision and amendments to the Board Policies as presented. Mr. Alexander seconded the motion. The motion carried 7-0.
4. **Consideration Memorandum of Agreement for the 2022-2023 School Year Between Williamson County Education Services and Frankfort CUSD #168 RE: Vision and Hearing Services** – Mr. Griffith made a Motion to Approve the Memorandum of Agreement for the 2022-2023 School Year Between Williamson County Education Services and Frankfort CUSD #168 RE: Vision and Hearing Services. Mr. Burns seconded the motion. The motion carried 7-0.
5. **Consideration of a Resolution to Regulate Expense Reimbursements** – Mr. Alexander made a Motion to Ratify the Resolution to regulate expense reimbursements. Mrs. Browning seconded the motion. The motion carried 7-0.
6. **Consideration of Approval for (a) Future Field Trip(s)** – After a presentation by FCHS French Teacher, Mrs. Elizabeth Robinson, Mr. Alexander made a Motion to Approve the proposed Foreign Language Club field trip to Europe for the summer of 2025. Mr. Hawkins seconded the motion. The motion carried 7-0.

B. Facilities:

1. **Consideration of Awarding of Bids for Exterior School Safety Project RE: Barriers and Fencing** – After unanimous consent this item was moved to after Closed Session. At that time Mr. Griffith made a Motion to Table this item. Mr. Burns seconded the motion. The motion carried 7-0.
2. **Update RE: Renovation Planning and Maintenance Work Projects at Denning Elementary School Facilities** – Mr. Donkin reported that there was progress being made in the kitchen but that they were still waiting on materials to finish some other final items.
3. **Update RE: Renovation Planning and Maintenance Work Projects for Central Junior High School Facilities** – Mr. Donkin reported that final items on the flooring are being completed but are still waiting on a backordered item to replace the interior doors between the cafeteria and the gymnasium.
4. **Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** – Mr. Donkin reported that research was continuing on properties in the area.

C. Miscellaneous: None.

D. 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, 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. Hawkins seconded the motion. The motion carried 7-0. The Board was in closed session from 6:46 p.m. to 8:26 p.m.

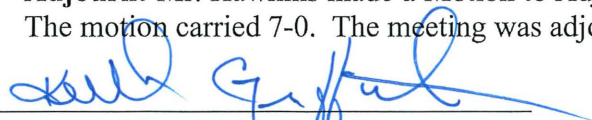
- Mr. Alexander made a Motion to Re-Convene in open session. Mr. Hawkins seconded the motion. The motion carried 7-0.

E. Personnel:

1. **Acceptance of Letter(s) of Retirement / Resignation / Leave** – Mr. Alexander made a Motion to Accept the Letter of Resignation from Ms. Renee Snell as an Instructor in the SOAR After-School Program at Frankfort Intermediate School. Mrs. Browning seconded the motion. The motion carried 7-0.
2. **Employ Support Staff Member(s) – Chaperone(s) at FIS** – Mrs. Browning made a Motion to Employ Ms. Hannah Jude as a Support Staff Member as Chaperone at Frankfort Intermediate School provided that background checks have been completed. Mr. Griffith seconded the motion. The motion carried 7-0.
3. **Consideration of Salary Rate Adjustments for District Administrative and Non-Certified, Support Staff for Fiscal Year 2022-2023** – Mr. Alexander made a Motion to Approve the list of compensation adjustments as presented for District Administrative and Non-Certified Support Staff for Fiscal Year 2022-2023 to include administrators on one-year contracts, ASC staff members, and non-affiliated / non-certified support staff. Mr. Toney seconded the motion. The motion carried 7-0.
4. **Consideration of Coaches and Sponsors for 2022-2023 for FCHS/CJHS.**
 - a. **Employ and Approve Support Staff Member – Girls' Assistant Basketball Coach at CJHS** – Mr. Griffith made a Motion to Employ and Approve Ms. Megan Beery to fill the Assistant Coaching position for CJHS Girls' Basketball provided that certification and background checks have been completed. Mr. Toney seconded the motion. The motion carried 7-0.
5. **Authorization to Post / Advertise Positions** – Mr. Alexander made a Motion to Authorize the Superintendent to post a full-time position of Parent Liaison at Denning Elementary. Mr. Griffith seconded the motion. The motion carried 7-0.

VIII. **Board Member Comments:** Mr. Alexander mentioned the upcoming Fire Prevention Week, and to make up for missed opportunities during COVID, the chance for all of DES to tour the fire station.

IX. **Adjourn:** Mr. Hawkins made a Motion to Adjourn the meeting. Mr. Conner seconded the motion. The motion carried 7-0. The meeting was adjourned at 8:32 p.m.



President, Keith Griffith



Secretary, Dawn Browning