

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

Monday, November 21, 2022 – 6:00 pm

The Board of Education of Frankfort Community Unit School District #168 held a Regular Board Meeting on Monday, November 21, 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, and Kevin Toney. Board member Jon Alexander was absent.
 - Mr. Donkin noted the passing of alumnus Mrs. Stacey (Steinmetz) Fitch, a former Computer Lab Monitor, Cheer Sponsor, and Youth & Government Sponsor at FCHS.
 - In addition to the five board members, there were approximately thirty-two people present including the Superintendent, the Assistant Superintendent, the Recording Secretary, nine administrators and directors, five staff members, and approximately 15 members of the public.
- II. **Hearing of Delegates or Visitors and Public Comments:** There were none.
- III. **Approval of Minutes – The Open and Closed Sessions of the October 17, 2022, Regular Meeting; October 26, 2022, Special Meeting; the November 3, 2022, Special Meeting, and the November 14, 2022, Special Meeting:** Mrs. Browning made a Motion to Approve the Minutes of the Open and Closed Sessions of the October 26, 2022, Special Meeting; the November 3, 2022, Special Meeting, and the November 14, 2022, Special Meeting. Mr. Burns seconded the Motion. The Motion carried 5-0.
- IV. **Approval of Bills and Financial Reports:** Mr. Griffith made a Motion to Approve the bills in the amount of \$1,393,007.52 and financial reports presented, including two payrolls in the month of October, 2022 in the amount of \$1,052,640.11. Mr. Burns seconded the Motion. The Motion carried 5-0.
- V. **Reports:**
 - A. **Superintendent:** Mr. Donkin’s report included noting the passage of mid-term of the Second Quarter, the continued delay of the previously ordered Multi-Function Activity Busses (the AC company can no longer supply components so they will search for another), and the 7-12 Math Department meeting that was held on October 21.
 - 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 and oral report was reviewed.
 - E. **Activities and Athletics:** A written and oral report was reviewed.
 - F. **Maintenance:** A written and oral report was reviewed.
 - G. **Committee Reports:** None.
- VI. **Old Business:** None.

VII. **New Business:**

A. Business and Operations Proposals and Agreements:

1. **Approval of FY 2021-2022 School District Audit** – Mr. Griffith made a Motion to Accept and approve the FY 2021-2022 School District Audit and authorize the Superintendent to file the Annual Financial Report with the Regional Superintendent of Schools and the Illinois State Board of Education. Mr. Toney seconded the Motion. The Motion carried 5-0.
2. **Adoption of Tax Year 2022 Payable 2023 Tentative Levy** – After an explanation by Mr. Donkin on the Property Tax Levy for 2022 Payable 2023 as the District looks at its revenue for the current year with a \$27,832,641 budget (currently State: 49%; Federal: 31%; and Local: 20%) and noting that the District maintains one of the lowest two property tax rates south of Interstate 70, Mr. Burns made a Motion to Adopt the Tax Year 2022 Payable 2023 Tentative Property Tax Levy and direct the Superintendent to advertise for a Truth in Taxation Hearing to be held before the next Board Meeting. Mr. Toney seconded the Motion. The Motion carried 5-0.

B. Curricular and Extra-Curricular Proposals:

1. **Overview of 2022 Illinois School Report Card** – Mr. Donkin reviewed the 2022 Illinois School Report Card.

C. Facilities:

1. **Update RE: Renovation Planning and Maintenance Work Projects at Denning Elementary School Facilities** – Mr. Donkin discussed the ongoing DES project including finishing up the punch list.
2. **Update RE: Renovation Planning and Maintenance Work Projects for Central Junior High School Facilities** – Mr. Donkin reported that classroom work on flooring is being finished.
3. **Update RE: Programming Study for Master Planning of Future Potential Renovation, Addition, and Construction of Frankfort Community High School Facilities** – The district is still waiting on legislation.

D. Miscellaneous: Mr. Griffith relayed the praise for the students who attended the Veteran's Day program and tour at the Veteran's Depot Museum.

E. Student Disciplinary Hearing:

1. **Appointment of Hearing Officer:** Mrs. Browning made a Motion to Appoint Mr. Griffith as Hearing Officer for the Disciplinary Hearings that will be held this evening, Mr. Toney seconded the Motion. The Motion carried 5-0.
2. **Closed Session: Closed Session** – The Board voted to Convene in Closed Session two times during the meeting to hold hearings regarding student disciplinary cases, as set forth in 5 ILCS 120/2 (c)(9).
 - Mr. Burns made a Motion to Convene in the first Closed Session. Mr. Toney seconded the Motion. The Motion carried 5-0. The Board was in Closed Session from 6:50 p.m. until 9:34 p.m.
 - Mr. Burns made a Motion to Re-Convene in Open Session. Mr. Toney seconded the Motion. The Motion carried 5-0.
 - Mrs. Browning made a Motion to Convene in the second Closed Session. Mr. Conner seconded the Motion. The Motion carried 5-0. The board was in Closed Session from 9:36 p.m. to 10:12 p.m.

- Mrs. Browning made a Motion to Re-Convene in Open Session. Mr. Conner seconded the Motion. The Motion carried 5-0.

3. Possible Action on Student Disciplinary Hearings: (A)

- After the first Closed Session, Mr. Griffith made a Motion that Student #2022-1103-01 be found to have violated school rules by engaging in prohibited student conduct as described in Closed Session Minutes which was deemed to be misconduct. Mr. Toney seconded the Motion. The Motion carried 5-0.
- After the second Closed Session in regards to Student #2022-1103-01, Mr. Griffith made a Motion that the suspension of 10 days be upheld and that the student be placed in the Alternative Classroom (ACR) for a period of 18 school days, follow the rules of ACR, and complete the school assignments provided. Mr. Conner seconded the Motion. The Motion carried 5-0.

F. Possible Closed Session: Mr. Toney 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; and 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; . . . other matters relating to individual students" as stated in *5 ILCS 120/2 (c)(1)(2)(8)(10)*. Mr. Conner seconded the Motion. The Motion carried 5-0. The Board was in Closed Session from 10:13 p.m. to 11:00 p.m.

- Mr. Griffith made a motion to re-convene in Open Session. Mr. Toney seconded the motion. The motion carried 5-0.

G. Personnel:


- 1. Acceptance of Letter(s) of Retirement / Resignation / Leave** – Mrs. Browning made a Motion to Accept a Letter of Resignation from Ms. Kayley Fuller as a Para-Professional Teachers' Aide at DES, and a Letter of Resignation from Mrs. Sherri Murphy as a Para-Professional Teachers' Aide at FCHS. Mr. Toney seconded the Motion. The Motion carried 5-0.
- 2. Authorization to Post / Advertise Positions** – Mrs. Browning made a Motion to Authorize the Superintendent to post two Para-Professional positions. Mr. Conner seconded the Motion. The Motion carried 5-0.

VIII. **Board Member Comments:** Mr. Griffith praised the administrative staff for their work over the past several weeks. Mr. Burns praised Mr. Billingsley and his classes for their work on building gates for school facilities and Mr. Spence and his staff for their work on locker room construction.

IX. **Adjourn:** Mrs. Browning made a Motion to Adjourn the meeting. Mr. Griffith seconded the Motion. The Motion carried 5-0. The meeting was adjourned at 11:03 p.m.



President, Keith Griffith



Secretary, Dawn Browning