



# INDIANA STATE BOARD OF EDUCATION

**To:** Indiana State Board of Education

**From:** Chad E. Ranney, General Counsel

**Date:** June 8, 2022

**RE: Approval of Governing Body Change – Community Schools of Frankfort**

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**Recommendation: Approve the proposed governing body plan change**

Pursuant to IC 20-23-8, the Board of School Trustees of Community Schools of Frankfort (“Frankfort”) adopted a resolution to initiate a change to Frankfort’s governing body plan. After adopting the resolution, Frankfort submitted the attached materials for the Indiana State Board of Education’s (“Board”) review and consideration, in accordance with the requirements set forth in IC 20-23-8-15.

Indiana Department of Education (“Department”) staff reviewed the attached material and determined that Frankfort’s plan and the manner in which it was initiated satisfy the requirements set forth in IC 20-23-8. As such, Frankfort’s new governing body plan is recommended for approval.

**RESOLUTION**  
**BOARD OF SCHOOL TRUSTEES OF THE**  
**COMMUNITY SCHOOLS OF FRANKFORT**

WHEREAS, Indiana Code 20-23-8 provides that a school corporation may amend its governing plan; and

WHEREAS, the statute provides that amendment of the governing plan may be initiated by a resolution of the governing body.

NOW, THEREFORE, BE IT RESOLVED by the Board of School Trustees of the Community Schools of Frankfort that the Organizational Plan of the Community Schools of Frankfort adopted by appropriate resolution and approved and certified by the Indiana State Board of Education is hereby amended and restated as follows:

1) Selection of the Board

- a) The control and administration of the Community Schools of Frankfort shall be vested in a seven (7) member board, with each member being elected from seven (7) residential districts, and with one (1) member residing in each of the following designated districts:

District 1 - This district shall be coterminous with the first ward of the civil city of Frankfort.

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District 7 - This district shall be coterminous with Union Township of Clinton County.

- b) Each Trustee of the Board as it is now constituted shall continue as a member until his or her respective term of office expires.
- c) The Trustees of the Community Schools of Frankfort shall be elected on a school corporation-wide basis, with each qualified voter in the school corporation permitted to cast a ballot for every seat to be filled.
- d) Vacancies occurring on the Board of School Trustees shall be filled by appointment, which appointment shall be by the majority vote of the remaining members of the Board of School Trustees. The appointed member shall serve the remainder of the unexpired term until his successor is elected to that office. If there is a tie vote or if such appointment is not made within thirty (30) days, it shall be made by the Judge of the Circuit Court in accordance with Indiana law.

2) Length of Terms of Office

- a) All elected Trustees shall serve for four (4) year terms.
- b) Trustees from districts 1, 2, and 3 shall be elected in the general election of the following year cycle: 2024, 2028, 2032, etc.
- c) Trustees from districts 4, 5, 6, and 7 shall be elected in the general election of the following year cycle: 2022, 2026, 2030, etc.
- d) Trustees elected from each district will take office January 1 of the following year in which they are elected.
- e) The election of members of the Board of School Trustees shall be a non-partisan ballot unless directed otherwise by applicable Indiana law.

3) Filings for Election: Filings for election to the Board of School Trustees shall be in accordance with Indiana law.

4) Qualifications: The limitations and qualifications of members of the Board of School Trustees are as follows:

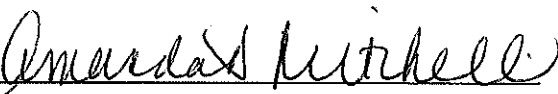
- a) The individual must be at least twenty-one (21) years of age.
- b) The individual must be a registered voter of the district which he/she shall represent and shall have been a resident of that district for at least one year prior to the election.

- c) No member of the Board of School Trustees shall be an employee of the school corporation. Any employee elected to serve as a member of the Board of School Trustees shall resign their employment with the school corporation the day following the election.
  - d) No member of the Board of School Trustees shall engage in unlawful dual office holding.
- 5) Annual Board Organization
- a) The officer positions of President, Vice President, and Secretary are elected for one-year terms at the organizational meeting of the Board of School Trustees, to be held annually during the first fifteen (15) days of January or as otherwise mandated by Indiana law.
  - b) The Board of School Trustees at the annual organizational meeting shall elect a Treasurer, other than the Superintendent of Schools, who is not a member of the Board of School Trustees.
  - c) Each member of said Board of School Trustees shall receive such remuneration and compensation for serving on the Board of School Trustees as set by the Board annually and within the limitations set by Indiana law.
- 6) This Organizational Plan shall hereafter constitute and be the Plan of the Board of School Trustees of the Community Schools of Frankfort, and all prior Plans are repealed upon the adoption of this Plan.
- 7) This Resolution and the Plan set forth herein shall be in full force and effect upon its adoption pursuant to IC 20-23-8.

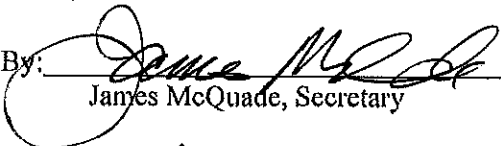
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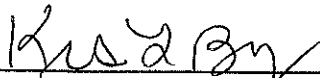
BOARD OF SCHOOL TRUSTEES OF THE  
COMMUNITY SCHOOLS OF FRANKFORT

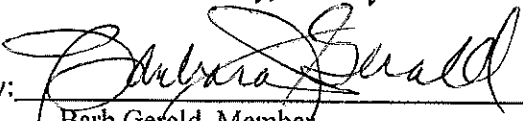
By:   
Sandra Miller, Board President

By: 

Mandi Mitchell, Vice President

By:   
James McQuade, Secretary

By:   
Kristen Beardsley, Member

By:   
Barb Gerald, Member

By:   
Robert Marcum, Member

By:   
Karen Sutton, Member

**COMMUNITY SCHOOLS OF FRANKFORT  
BOARD OF SCHOOL TRUSTEES  
2400 E. WABASH STREET  
FRANKFORT, INDIANA**

**MEETING MINUTES  
DECEMBER 14, 2021**

The Board of School Trustees of the Community Schools of Frankfort met in regular session on December 14, 2021, at 6:00 pm at the Education and Administration Center. The following board members were in attendance: President Sandy Miller, Vice President Mandi Mitchell, Secretary James McQuade, Karen Sutton, Kristen Beardsley, Barb Gerald, and Bob Marcum. Also present were Superintendent Joel McKinney, Assistant Superintendent Matt Rhoda, Kelly Good, Jeremy Duff, Mike Schipp, Chuck Tyler, Dick Hammer, Community Relations Coordinator Tim Grasham, Ken Hartman, Brett Todd, Finance Director Leslie Michael, Integration Specialist, Zeb Skinner, and Debbie King.

Prior to the meeting, the pledge to the flag was recited and prayer was given by Mandi Mitchell.

**Call to Order**

President Sandy Miller called the meeting to order after determining a quorum was present.

**Public Participation**

There were no members of the audience signed in for public participation.

**Board Goals 2021-2022**

1. The Community Schools of Frankfort will ensure academic excellence for each and every student. 30 FHS students were recognized at the "Shining Stars" program which recognizes outstanding effort and improvement in academics among our high school students. The FMS band was awarded 2<sup>nd</sup> place in the Christmas parade. STEM learning activities are accelerating learning for our elementary students in the new lab at GM.
2. All Community Schools of Frankfort will create and sustain a safe physical and social environment for students and staff.  
SROs conduct well-child home visits when a report of concern is made. SEL Panorama survey results are studied during a Dine and Data meeting. The second round of random drug testing at FHS provides data to support students in need of help due to addiction. Ahead of our severe winter weather, Suncrest receives updated HVAC equipment with significant efficiency improvements.
3. The Community Schools of Frankfort will utilize best instructional practices that engage students and accelerate learning.  
Monthly instructional "walkthrough" visits by the district administrator team identify and encourage outstanding teaching practices. New hires for the science and special education departments reduce class sizes for the second semester. Second round of NWEA benchmark assessments are underway to be completed by the end of the semester.
4. The Community Schools of Frankfort will increase and enhance parent involvement and community partnerships while improving overall communication.  
EL Family Night at BR and GM with an emphasis on writing. "Community Reads" program sponsored by our local library. Suncrest partnership with area churches to feed families during the holidays. FMS hosted a Title I Family Game Night.
5. The Community Schools of Frankfort will address the needs of our students and staff through the development of connections, programming, and curriculum in our schools.  
Varsity Boys Basketball Coach promotes elementary programs that exceed expectations for participation numbers. TAAG enrichment and remediation enrollment continue to grow, taxing our after school transportation.

Superintendent and Assistant Superintendent visited nearly every classroom on the day before Thanksgiving Break to provide encouragement.

Superintendent Joel McKinney, highlighted Board Goal #1 stating that the "Shining Star" program at FHS recognizes students that are making great improvements. Also stated that the Frankfort Middle School band received 2nd place in the Christmas Parade. Congratulations to Director Austin King and his students. The STEM program at Green Meadows Intermediate School is adding smiles to all student's faces. We are very lucky to have retired teacher Jeff Bracken return to educating our students. Also highlighted were 2 Frankfort High School students who have received the Lily Scholarships. Clinton County was awarded to Lizabeth Conteras and Tippecanoe County was awarded to Taylor Knox. Congratulations to both of these outstanding seniors.

### **Superintendent's Report**

#### **Blue Ridge Elementary School Presentation**

Superintendent Joel McKinney presented a video highlighting Blue Ridge Elementary School students. Students were participating in Art, STEM, PE, Music, and the Media Center. The video ended with the Choir singing "Christmas With Bells." Superintendent Joel McKinney thanked Blue Ridge students and staff.

#### **Architect Report – Kelly Good**

Superintendent Joel McKinney introduced Kelly Good of KJG. Kelly Good presented the board members with a slide show regarding the proposed Asphalt project for the Community Schools of Frankfort. He started the presentation by explaining what resurfacing consists of and had pictures of the deteriorating parking lots in the corporation. He began with Frankfort High School ended with Suncrest, showing all the proposed areas along with alternate areas. At the Frankfort High School was also included a new drive with stop signs and 6 new pole lights. The subject of the light ordinance of Clinton County was discussed. Curbs and walkways were also discussed and could be added to the alternates list. Timeline for the project, if approved, bids would be opened by early February and work would be completed by the beginning of the 2022 school year.

#### **Board Member Report**

Board Member Karen Sutton stated that she has a meeting with Senator Buchanan on Friday regarding the upcoming Legislative session. President Sandy Miller reported that the Building Trades home did have some minor roof damage due to the storms but repairs have been made. The home is currently for sale and anyone interested should contact the Frankfort High School.

### **CONSENT AGENDA**

- **Approval of Minutes of the November 4, 2021, Public Hearing, and Minutes of the November 9, 2021, Regular Meeting**
- **Claims – November 10, 2021, through December 13, 2021**
- **Treasurer's Report of Receipts & Fund Balances as of November 30, 2021**
- **Payroll Claims**
- **Personnel**

#### **Resignations/Leaves**

- **Josh Spencer - BR - Paraprofessional - Medical Leave - effective November 10, 2021, through December 7, 2021**
- **Emily King - FMS - Health - Resignation - effective January 28, 2022**
- **Genesis Boling - SC - Paraprofessional - Resignation - effective November 23, 2021**
- **Sandra Patchett - BR - Paraprofessional - Resignation - effective November 30, 2021**
- **Rebekah Hutton - FHS - Paraprofessional - Intermittent Family Leave - effective November 22, 2021**
- **Cari Hazlett - SC - Interventionist - Maternity Leave - effective January 24, 2022, through April 20, 2022**
- **Carolyn Stalcup - FHS/FMS - Orchestra - Resignation - effective December 16, 2021**
- **Hannah Anglea - FHS - Long Term Substitute - Resignation - effective December 17, 2021**

- Betty Weaver - WH - Secretary - Retirement - effective December 31, 2021
- Laura DeLaCroix - BR - Instructional Coach - Leave of Absence - effective January 1, 2022, through August 1, 2022
- Erin Swinford - GM - 5th Grade - Intermittent Leave of Absence - effective December 8, 2021, through January 15, 2022
- Amy Crawford - GM - ELL - Medical Leave - effective January 7, 2022, through January 14, 2022
- Hannah Anderson - BR - PreK - Resignation - effective December 23, 2021
- Angel Harshbarger - SC - Food Service - Resignation - effective December 10, 2021

### Appointments

- Kimberly O'Brien - BR - Paraprofessional - Recommendation - effective November 29, 2021
- Harlene Barta - BR - Special Education - Recommendation - effective January 3, 2022
- Barbara Denniston - BR - Food Service - Recommendation - effective November 17, 2021
- Abigail Huser - FMS - Science - Recommendation - effective December 13, 2021
- Rachel Thompson - FMS - Science - Recommendation - effective November 29, 2021
- Azucena Alanis Regalado - FHS - Food Service Substitute - Recommendation - effective November 18, 2021
- Haley Jaworski - FMS - Science - Recommendation - effective January 6, 2022
- Ricky Birge - WH - Substitute Bus Driver - Recommendation - effective November 23, 2021
- Heather Alter - GM - Associate Teacher - Recommendation - effective December 6, 2021
- Gloria Leonard - Food Service Substitute - Recommendation - effective December 13, 2021

### Extra-Curricular

#### Resignations

- Christian Matias - FMS - Wrestling Coach - Resignation - effective November 22, 2021

#### Appointments

- Xavier Frazier - FMS - 6th Grade Assistant Basketball Coach - Recommendation - effective November 22, 2021

Superintendent Joel McKinney presented the board members with the consent agenda. He brought attention to the Financial Dashboard stating that the Fund Balance and the Education Funds are both higher than last year. Payroll is staying consistent with the prior year. A motion by Kristen Beardsley and seconded by Karen Sutton. The vote of the board was unanimous in favor of this motion.

### COMMUNICATION

Superintendent Joel McKinney introduced Community Relations Coordinator Tim Grasham. Tim Grasham reported that this is a very busy time at CSF. He is encouraging schools to post on their social media sites and using special hashtags like - #greatcommunity, #great schools, #greatkids. He also thanked the partnership with Eagle Harvest Church as they provided 30 Thanksgiving meals for our families and will be providing this again for Christmas.

### NEW BUSINESS

#### 1<sup>st</sup> Reading – Policy 2206 Use of Seclusion and Restraints

Assistant Superintendent Matt Rhoda presented the board members with Policy 2206 Use of Seclusion and Restraints for 1<sup>st</sup> Reading. No motion is needed for this 1<sup>st</sup> Reading.

#### 1<sup>st</sup> Reading – Policy 3405 Food Service Charging and Payment

Assistant Superintendent Matt Rhoda presented the board members with Policy 3405 Food Service Charging and Payment. No motion is needed for this 1<sup>st</sup> Reading.

#### Approval – Obsolete Equipment: Technology

Assistant Superintendent Matt Rhoda presented the board members with a request to declare Technology equipment Obsolete. Most of these are the Dell Computers that were bought for \$1.00. Thanks to the ESSER dollars we have been able to buy all new computers. A motion by Mandi Mitchell and seconded by Bob Marcum to approve Obsolete Equipment: Technology. The vote of the board was unanimous in favor of this motion.



**Approval – Obsolete Equipment: Refrigerator**

Assistant Superintendent Matt Rhoda presented the board members with a request to declare a Refrigerator from Frankfort High School obsolete. A motion by Karen Sutton and seconded by Barb Gerald to approve Obsolete Equipment: Refrigerator. The vote of the board was unanimous in favor of this motion.

**Approval – Obsolete Equipment: Sound System**

Assistant Superintendent Matt Rhoda presented the board members with a request to declare Sound Equipment from Frankfort High School Gymnasium obsolete. These speakers are over 30 years old. The new speakers have been installed and have made a huge difference. A motion by Kristen Beardsley and seconded by James McQuade to approve Obsolete Equipment: Sound System. The vote of the board was unanimous in favor of this motion.

**Approval – Obsolete Equipment: 3 Modular Classrooms**

Assistant Superintendent Matt Rhoda presented the board members with a request to declare 3 Modular Classrooms obsolete. It was stated that these classrooms were originally from Riley and South Side Elementary Schools and would cost \$75,000-\$100,000 to relocate 20-year classrooms. A motion by Bob Marcum and seconded by Kristen Beardsley to approve Obsolete Equipment: 3 Modular Classrooms. The vote of the board was unanimous in favor of this motion.

**Approval – Non-Resident Student Transfer**

Assistant Superintendent Matt Rhoda presented the board members with a request for a student to attend the Community Schools of Frankfort. A motion by Mandi Mitchell and seconded by Karen Sutton to approve the Non-Resident Student Transfer. The vote of the board was unanimous in favor of this motion.

**Approval – 2021 Wrestling Overnight Trip**

Assistant Superintendent Matt Rhoda presented the board members with a request to approve the 2021 Wrestling Overnight Trip. A motion by Karen Sutton and seconded by Kristen Beardsley to approve the 2021 Wrestling Overnight Trip. The vote of the board was unanimous in favor of this motion.

**Approval – Resolution for Residential Board**

Superintendent Joel McKinney requested approval for the Resolution for Residential Board. The law states that no district can have a 15% larger population than another. This would allow all voters to vote for anyone electing to run for a Board Member position. We are working closely with our corporation attorney to make sure the process is completed correctly. A motion by Mandi Mitchell and seconded by Barb Gerald to approve the Resolution for Residential Board. The vote of the board was unanimous in favor of this motion.

**Approval – Selection of Architect for FMS Project**

Superintendent Joel McKinney requested approval for the Selection of an Architect for an FMS Project. He is recommending hiring KJG and Fanning Howey Architects. This is the same team that was responsible for the Frankfort High School renovation. A motion by Kristen Beardsley and seconded by Karen Sutton to approve the Selection of Architect for the FMS Project. The vote of the board was unanimous in favor of this motion. Chuck Tyler of Fanning Howey and Kelly Good of KJG thanked the board. They stated that they are very excited about the project and honored to come back to the community and work with Community Schools of Frankfort again. They are very thankful for the long-term relationship between them and the corporation.

**Approval – Job Description for Special Education Instructional Coach**

Superintendent Joel McKinney requested approval for the Job Description for Special Educational Instructional Coach. He stated that Exceptional Needs Director Eric Farley is applying for a grant that would fund this position. This would be a temporary position if the grant is awarded. A motion by Karen Sutton and seconded by Bob Marcum to approve the Job Description for Special Education Instructional Coach. The vote of the board was unanimous in favor of this motion.

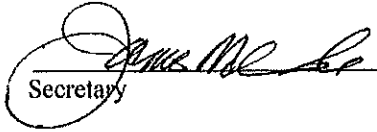
**Approval – Suicide Prevention Grant**

Superintendent Joel McKinney requested approval for the Suicide Prevention Grant. This grant could be up to \$27,000 for staff Professional Development. A motion by James McQuade and seconded by Barb Gerald to approve Suicide Prevention Grant. The vote of the board was unanimous in favor of this motion.

**ADJOURNMENT**

Sandy Miller asked for any further questions or comments. A motion to adjourn was made by Barb Gerald and seconded by Mandi Mitchell. The vote of the board was unanimous to adjourn the meeting. The board meeting adjourned at 7:15 pm.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

**Paxton Media Group**  
**201 South 4th Street Paducah, KY 42003**

**COMMUNITY SCHOOLS OF FRANKFORT**  
**LEGALS**  
**2400 E Wabash St**  
**FRANKFORT, IN 46041**  
**(765)654-5585**

***Class Liner Ad #70246182 Summary:***

**Slug Line: LEGAL NOTICE The Board of Scho**  
**Size: 2.00 x 10.66**

Publication Cost    \$65.62  
 Adjustments        \$0.00  
 Net Cost            \$65.62  
 Prepaid Amount    \$0.00  
 Amount Due        \$65.62

***Order Detail:***

<b>Publication</b>	<b>Start</b>	<b>Stop</b>	<b>Insertions</b>	<b>Cost</b>	<b>Adjustments</b>	<b>Total</b>
184FTE1 Frankfort Times	12/18/21	12/18/21	1	65.62	0.00	65.62

**LEGAL NOTICE**

The Board of School Trustees of the Community Schools of Frankfort has adopted the following Resolution to Amend the Organizational Plan of the governing body. Any registered voter residing within the Community Schools of Frankfort has the right to file a petition for alternative plans or a petition protesting the adoption of the plan.

**RESOLUTION****BOARD OF SCHOOL TRUSTEES OF THE  
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WHEREAS, Indiana Code 20-23-8 provides that a school corporation may amend its governing plan; and

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b) Each Trustee of the Board as it is now constituted shall continue as a member until his or her respective term of office expires.

c) The Trustees of the Community Schools of Frankfort shall be elected on a school corporation-wide basis, with each qualified voter in the school corporation permitted to cast a ballot for every seat to be filled.

d) Vacancies occurring on the Board of School Trustees shall be filled by appointment, which appointment shall be by the majority vote of the remaining members of the Board of School Trustees. The appointed member shall serve the remainder of the unexpired term until his successor is elected to that office. If there is a tie vote or if such appointment is not made within thirty (30) days, it shall be made by the Judge of the Circuit Court in accordance with Indiana law.

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HSPAXLP.12/18/2021

AFFP

LEGAL NOTICE The Board of Scho

# Affidavit of Publication

STATE OF IN }  
COUNTY OF CLINTON } SS

Shelva Garrison, being duly sworn, says:

That she is Advertising Clerk of the Frankfort Times, a daily newspaper of general circulation, printed and published in Frankfort, Clinton County, IN; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

December 18, 2021

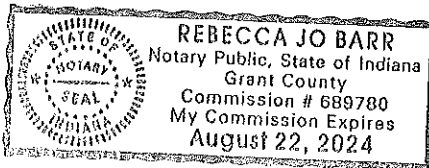
Publication Fees: \$ 65.62

That said newspaper was regularly issued and circulated on those dates.

SIGNED:

Subscribed to and sworn to me this 18th day of December 2021.

Rebecca Jo Barr, Notary Public 08/22/2024



00014667 70246182

COMMUNITY SCHOOLS OF FRANKFORT  
2400 E Wabash St  
FRANKFORT, IN 46041

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a) The officer positions of President, Vice President, and Secretary are elected for one-year terms at the organizational meeting of the Board of School Trustees, to be held annually during the first fifteen (15) days of January or as otherwise mandated by Indiana law.

b) The Board of School Trustees at the annual organizational meeting shall elect a Treasurer, other than the Superintendent of Schools, who is not a member of the Board of School Trustees.

c) Each member of said Board of School Trustees shall receive such remuneration and compensation for serving on the Board of School Trustees as set by the Board annually and within the limitations set by Indiana law.

6) This Organizational Plan shall hereafter constitute and be the Plan of the Board of School Trustees of the Community Schools of Frankfort, and all prior Plans are repealed upon the adoption of this Plan.

7) This Resolution and the Plan set forth herein shall be in full force and effect upon its adoption pursuant to IC 20-23-8.

This Resolution is approved by the Board of School Trustees of the Community Schools of Frankfort on December 14, 2021.

HSPAXLP.12/18/2021

**CERTIFICATE OF CLINTON COUNTY  
CLERK OF THE CIRCUIT COURT**

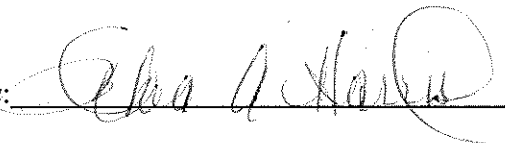
I, the undersigned, do hereby certify that I am the duly qualified and acting official of the Clerk of the Clinton County Circuit Court of Clinton County, Indiana.

I further certify that no petition or alternative plan has been filed in our office, the Clinton County Clerk's Office, by a voter entitled to file a petition pursuant to Indiana Code 20-23-8-11, during the one-hundred twenty (120) day protest period between the date of the Notice of Resolution to Amend the Organizational Plan published on December 18, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 26<sup>th</sup> day of April, 2022.

CLINTON COUNTY CLERK OF THE CIRCUIT  
COURT

By: \_\_\_\_\_



Printed: Rhea A. Harris

Title: Clinton County Clerk of the Circuit Court