



Urbana School District 116

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Memo to: Board of Education
From: Donald D. Owen, Superintendent
Date: December 10, 2014

During September, October, and November, a Facilities Naming Committee convened in accordance with BOE Policy 4:120. The purpose of this committee was to evaluate four letters received suggesting four different facilities or portions thereof be named in honor of former Superintendent, Dr. Preston L. Williams, Jr.

The requests (which are included in the Board packet) included:

- Naming the UMS Gym after Dr. Williams
- Naming the King Gym after Dr. Williams
- Naming a mentoring room at UHS after Dr. Williams
- Naming Prairie School after Dr. Williams.

The four letters were reviewed for their merit, appropriateness, and the impact of the request.

Three of the four requests were ultimately rejected as not being significant enough to recognize Dr. Williams' contributions to Urbana schools, students, and community. The letter that received the most attention and discussion was a letter that recommended that Prairie Elementary School be renamed, "Dr. Preston L. Williams, Jr. Elementary School." The majority of the committee was in agreement that the Dr. Williams contributions to public education and USD116 warranted an honor of the magnitude of naming a school after Dr. Williams. There was a great deal of discussion about the appropriateness of renaming a school. The committee agreed that given the BOE Policy 4:120, that a recommendation be brought before the BOE.

Following discussion with the USD116 Central Office Administrative Team, we present you with the recommendation that Prairie Elementary School be renamed "Dr. Preston L. Williams, Jr. Elementary School."

The committee and district administration point to the following contributions that warrant support for this recommendation:

- Dr. Williams served as a teacher, coach, assistant principal, Director of HR, Assistant Superintendent, Deputy Superintendent, and Superintendent in Urbana School District 116 for 26 years, and;
- Dr. Williams was the first African-American Superintendent of USD116, and;
- Dr. Williams increased the number and percentage of African American teachers and administrators employed by the district, and;
- Dr. Williams was instrumental in improving the curriculum and instruction that led to Prairie School making the ISBE "Spotlight Honor Roll" in 2008 and 2009 and the "Improvement Honor Roll" in 2008, 2009 and 2013, and;
- Dr. Williams worked tirelessly for the passage of the facilities sales tax in Champaign County, which supported more than \$32 million improvements of USD116 facilities during his tenure as superintendent, including the recent addition of a gym and three classrooms at Prairie.

Operational Services

Facility Management and Building Programs

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with law, the standards set forth in this policy, and other applicable Board of Education policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district.

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

Standards for Facility Construction and Building Programs

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

Naming Buildings and Facilities

The Board of Education recognizes that respect and gratitude for individuals who have made significant contributions to the Urbana School District and the community may be expressed by naming a school building and/or facility in honor of those individuals. Acknowledgment in this manner perpetuates the memory of the contribution and provides a sense of history for future students, staff, and residents. Any District 116 building or facility may be designated to be named. Names may include living or deceased person who has made significant contributions to the district through longevity or service, exemplary leadership, philanthropic contributions or other significant

means. To eliminate spontaneous or emotional response, typically nominations will not be considered until three years after the service, contribution or death of the individual or the last designation of a name for the building or facility.

This policy does not bind the Board of Education to name buildings or facilities after persons who have contributed to the district. Other memorials such as plaques, scholarships, plantings, furnishings, equipment, or art are also appropriate memorials for commemoration of outstanding contributions to the district.

All facilities and grounds currently in existence or built or purchased in the future will be governed by the following procedures:

1. The placement of any memorial plaque on school grounds or in school facilities requires the prior approval of the Superintendent.
2. The placing of trees, plants and/or shrubs on school grounds will have prior approval from the Superintendent's office before planting. All requests must be in writing to the Superintendent of Schools.
3. Any concrete, steel or other building material that is placed on school grounds will require written approval from the Superintendent's office and be placed a designated by that office. Approval should be sought during the planning stage to assure agreement on placement.
4. All requests for the naming of facilities, auditoriums, libraries and grounds must be presented to the Superintendent through a formal letter with the reason(s) for the request. A committee will be appointed by the Superintendent for each request. The committee has the responsibility to review any suggestions submitted in writing, study the impact of the requested recognition on the school, the district and community, and make a recommendation to the full Board of Education for the acceptance or rejections of the request.

LEGAL REF.: 42 U.S.C. §12101 et seq.
20 ILCS 3130/, Green Buildings Act.
105 ILCS 5/10-20.49, 5/10-22.36, 5/17-2.11, 140/, and 230/.
410 ILCS 25/, Environmental Barriers Act.
820 ILCS 130/, Prevailing Wage Act.
23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools.
71 Ill.Admin.Code Part 400, Ill. Accessibility Code.

CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED: September 21, 2010