



## **URBANA SCHOOL DISTRICT #116**

### **BOARD OF EDUCATION BUSINESS MEETING MINUTES**

**JEAN F. BURKHOLDER  
ADMINISTRATIVE SERVICE CENTER**

205 North Race St. Urbana, IL 61801

Tuesday, June 17, 2014

7:30 p.m.

[www.usd116.org](http://www.usd116.org)

*The mission of Urbana School District 116, a multi-cultural community committed to educational excellence, is to ensure that all learners acquire knowledge, develop skills, and build character to achieve personal greatness and help create a better global society, by providing innovative, comprehensive programs, respecting individual learning styles and cultural differences, and fostering caring and nurturing relationships, while engaging each student, every family and the entire community.*

Mr. John H. Dimit, President

Ms. Ruth Ann Fisher, Secretary

Ms. Elaine Gehrmann, Member

Mr. Paul Poulosky, Member

Dr. Donald D. Owen, Superintendent

Ms. Benita Rollins-Gay, Vice-President

Ms. Brenda Carter, Member

Ms. Peggy Patten, Member

Ms. Lori Johnson, Board Secretary

### **1.0 CALL TO ORDER**

*President Dimit called the meeting to order at 7:32 p.m.*

### **2.0 ROLL CALL**

Present: John H. Dimit, President  
Benita Rollins-Gay, Vice-President  
Ruth Ann Fisher, Secretary  
Elaine Gehrmann, Member  
Peggy Patten, Member  
Paul Poulosky, Member

Also Present: Donald D. Owen, Superintendent  
Jennifer Ivory-Tatum, Deputy Superintendent  
Gayle Jeffries, Asst Supt of Human Resources  
Todd Taylor, Asst Supt of Special Services  
Carol Baker, Chief Financial Officer  
Ota Dossett, Director of Facilities and Grounds

Absent: Brenda Carter, Board Member

### **3.0 ADDITIONS, CORRECTIONS AND MODIFICATIONS OF AGENDA**

### 3.0 CITIZENS STATEMENTS

Joy Wilson, Urbana support of tuition based program for Early Childhood School

### 5.0 CALL FOR EXECUTIVE MEETING/SESSION (AFTER CURRENT MEETING)

### 6.0 APPROVAL OF AGENDA

*Member Poulosky moved to approve the agenda as presented, seconded by Vice-President Rollins-Gay. Motion passed.*

### 7.0 COMMENDATIONS/RECOGNITIONS

*Charity Bundren, King Elementary School*, received a \$5,000.00 grant from Lowe's Charitable and Educational Foundation, to purchase picnic tables for King Elementary Schools courtyard.

### 8.0 PUBLIC HEARING

#### 8.01 Public School Calendar Holiday Waiver Hearing

There was a public hearing held regarding the public school calendar holiday waiver.

President Dimit called the public hearing open at 7:42 p.m. With no public comments, President Dimit declared the public hearing closed at 7:43 p.m.

### 9.0 COMMUNICATIONS

### 10.0 REPORTS/DISCUSSION

#### 10.01 Discussion and Prioritizing of Facility Projects

Ota Dossett, Director of Facilities Services, facilitated discussion about prioritizing work to be done to district buildings.

### 11.0 ACTION ITEMS (Consent)

*Member Gehrman moved to approve the following consent action items, seconded by Member Poulosky. On a roll call vote, all members present voted "aye." Motion passed. Absent: B.Carter*

#### 11.01 Minutes

May 20, 2014, Business Meeting  
June 3, 2014, Study Session  
June 7, 2014, Special Meeting

#### 11.02 May Bills/Checks

Education Fund Bills	\$1,088,785.66
Operations & Maintenance Fund Bills	\$ 190,197.97
Bond & Interest Fund Bills	\$ 54,334.00
Transportation Fund Bills	\$ 240,591.43
Capital Project/W/C Bonds	\$ 17,150.32

IMRF	\$	12,530.00
UIAC Fund	\$	0.00
Life Safety Levy	\$	5,543.13
School Facility Occupancy Tax	\$	0.00
Facility Sales Tax Projects	\$	0.00
Capital Projects Debt Cert	\$	23,199.00
TORT	\$	20,294.21
Payroll	\$	3,468,255.70
Adult Education	\$	90,402.66

### **11.03 Interfund Loans**

Approval was requested to repay as many of the interfund loans as possible to the Working Cash fund, prior to the end of the fiscal year (6/30/14).

#### **Permanent Transfer**

Approval was requested to transfer interest as of June 30, 2014. This is a permanent transfer of funds. Amount of transfers will be in the actual amounts of interest earned through June 30, 2014. Interest earned in the Working Cash and Bond and Interest Funds will be permanently transferred to the Education Fund, which the Board of Education deems to be the fund most in need of such interest (105ILCS 5/10-22.44).

### **11.04 Personnel Items**

Approval of various personnel items was requested.

### **11.05 Approval of the June and July Bills for Payment**

Approval was requested, in advance, for the June and July bills payable. Copies of these bills will be included with the August board agenda materials.

### **11.06 Prevailing Wage Resolution**

Each year, the Illinois Department of Labor issues prevailing labor wage rates for Champaign County. By state law, the district must adopt a resolution indicating that the district will abide by these rates for construction projects and/or other work done in the Urbana Schools.

### **11.07 Renewal of Insurance**

Carol Baker, Chief Financial Officer, recommended renewal of district insurance rates through Wells Fargo.

### **11.08 Resolution Declaring Intent to Retain Interest Earnings as Interest and Not to Accumulate as Principal**

Carol Baker, Chief Financial Officer, requested approval of required resolution.

## **12.0 ACTION ITEMS (Individual)**

### **12.01 Gifts**

*Member Poulosky moved to approve and accept the following gifts, seconded by Member Gehrman. Motion passed.*

Ambucs of Greater Champaign County, installed a ramp at the playground at Urbana Early Childhood School, June 1, 2014.

Gerald Deland, North Carolina, donated \$300 to the Urbana Middle School Orchestra. This donation was recommended by his Granddaughter, Rebecca DeLand Owen.

The following made donations to the Yankee Ridge Elementary After School Child Care Program for their end of the year celebration: Tom Burgin, Tom Burgin Rentals, Urbana - \$500 and Aladdin Electric, Urbana - \$100.

Morgan Cramer, student, donated \$50, she made from selling arts/crafts and proceeds from a lemonade stand, to Thomas Paine Elementary School. This donation is to be used to buy technology for the classrooms.

Wayne Clevenger, Upward Bound, Urbana, donated \$500 for the Thomas Paine Elementary school-wide compassion project to benefit a school in Senegal. There was also an anonymous donation of \$500 to benefit a school in Senegal and to honor a Thomas Paine volunteer (Peace Corp).

The following made donations to the *Kathy Cearlock SPLASH Trust Fund*: Scott Woods, Urbana - \$150 and Edwin and Carol Scharlau, Urbana - \$2,000.

Urbana Rotary, donated \$4,000 to the Urbana Middle School SPLASH program. This donation will be used for scholarships for the UMS SPLASH students.

Elsa Gunter, Urbana, donated \$1,000 to the Urbana High School.

#### **12.02 Adoption of Tentative Budget for 2014-2015**

***Member Gehrman moved to approve item #12.02, seconded by Member Poulosky. On a roll call vote, all members voted "aye." Motion passed. Absent: B.Carter***

The Board of Education received a tentative budget for 2014-2015 (fiscal year beginning July 1, 2014 and ending June 30, 2015). Carol Baker, Chief Financial Officer, made a presentation of the tentative budget. The following are dates for developing and adopting the 2014-2015 district budget:

June 17, 2014 Adoption of tentative budget. The Board needs a tentative budget adopted prior to June 30 so that we can operate after July 1. Please review the list of budget assumptions included in the front of the budget document.

September 2, 2014 Public Hearing and Board Study Session on 2014-2015 Budget

September 16, 2014 Approval of final 2014-2015 Budget

**12.03 Adoption of Adult Education Tentative Budget for 2014-2015**

Board approval was requested for the adoption of the Adult Education Tentative Budget for 2014-2015.

*Member Poulosky moved to approve item #12.03, seconded by Member Gehrman. On a roll call vote, all members present voted "aye." Motion passed. Absent: B.Carter*

**12.04 Resolution Authorizing and Directing the Sale or Disposal of Personal Property in Accordance with 105 ILCS 5/10-22.8.**

Carol Baker, Chief Financial Officer, requested approval of required resolution.

*Member Patten moved to approve item #12.04, seconded by Member Poulosky. On a roll call vote, all members present voted "aye." Motion passed. Absent: B.Carter*

**12.05 Setting of Work Priority List**

Ota Dossett, Director of Facilities, requested approval of priority list, as discussed in item, #10.01.

*Member Poulosky moved to approve a priority list as follows: completion of Prairie Elementary School, UHS Kitchen Renovation and then Thomas Paine Elementary Drop-Off, seconded by Member Gehrman. On a roll call vote, all members present voted "aye." Motion passed. Absent: B.Carter*

**12.06 PRESS PLUS 83**

An Administrative recommendation to approve board policies that have been updated/changed/added per Illinois Association of School Board's, PRESS PLUS 83, was requested.

*Member Gehrman moved to approve item #12.06 as presented, seconded by Member Patten. Motion passed.*

**12.07 Recommendation to Add Assistant Principal at Prairie Elementary School**

Donald D. Owen, Superintendent, recommended adding an Assistant Principal at Prairie Elementary School starting in 2014-2015.

*Member Patten moved to approve the addition of an Assistant Principal to Praririe Elementary School, seconded by Member Gehrman. On a roll call vote, all members present voted "aye." Motion passed. Absent: B.Carter*

**12.08 Lunch and Milk Prices**

Carol Baker, Chief Financial Officer, requested an increase in milk prices for the 2014-2015 school year, changing milk cost from .30 to .35.

*Member Poulosky moved to approve item #12.08, seconded by Member Patten. Motion passed.*

**13.0 CALL FOR FUTURE SPECIAL/EXECUTIVE MEETINGS**

June 18, 2014 – 6:00 p.m. Special Meeting, Student Discipline

**14.0 SUPERINTENDENT’S REPORT**

**15.0 BOARD REPORT**

**16.0 ADJOURNMENT**

*Member Poulosky moved to adjourn the meeting, seconded by Member Gehrman. Motion passed.*

*President Dimit declared the meeting adjourned at 9:32 p.m.*

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President

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Secretary