



## **URBANA SCHOOL DISTRICT #116**

**BOARD OF EDUCATION  
SPECIAL MEETING MINUTES  
JEAN F. BURKHOLDER**

**ADMINISTRATIVE SERVICE CENTER**

205 North Race St. Urbana, IL 61801

Wednesday, July 1, 2009

5:30 p.m.

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

*Our mission is the Urbana School District #116, through the active engagement of the community, is to provide a quality education by vigorously fostering high expectations for individual growth within a nurturing and just environment, enabling each student to become a self-sufficient, productive, caring, and responsible member of a changing world society.*

Mr. John H. Dimit, President  
Ms. Benita Rollins-Gay, Vice-President  
Ms. Ruth Ann Fisher, Secretary  
Ms. Brenda Carter, Member  
Ms. Elaine Gehrmann, Member  
Ms. Peggy Patten, Member  
Mr. Steve Summers, Member  
Dr. Preston L. Williams, Jr., Superintendent  
Ms. Lori Johnson, Board Secretary

### **1.0 CALL TO ORDER**

President Dimit called the meeting to order at 5:37 p.m.

### **2.0 ROLL CALL**

Present: Mr. John Dimit, President  
Ms. Benita Rollins-Gay, Vice-President (5:57 p.m.)  
Ms. Ruth Ann Fisher, Secretary  
Ms. Brenda Carter, Member  
Ms. Elaine Gehrmann, Member  
Ms. Peggy Patten, Member

Absent: Mr. Steve Summers, Member

Also Present: Mr. Don Owen, Asst Supt of Curriculum and Instruction  
Ms. Carol Baker, Director of Business  
Mr. Ota Dossett, Director of Facilities and Grounds  
Ms. Gayle Jeffries, Asst Supt of Human Resources

### **3.0 APPROVAL OF AGENDA**

***Member Patten moved to approve the agenda as amended, (withdrew item #5.01), seconded by Secretary Fisher.***

## 4.0 ADMINISTRATIVE REPORTS

### 4.01 Personnel Request

Gayle Jeffries, Asst Superintendent of Human Resources discussed with the Board of Education a request for the Human Resources Department.

President Dimit asked for a ten year comparison of staffing levels to staffing levels in human resources.

## 5.0 ACTION ITEMS

### 5.01 Personnel Item(s)

Gayle Jeffries, Assistant Superintendent of Human Resources will request an amount of \$1,000 for recruitment funding.

**removed**

### 5.02 Emergency Life Safety at Urbana High School

Ota Dossett, Director of Facilities and Grounds requested approval to submit an emergency life safety amendment for Urbana High School.

***Member Carter moved to approve item #5.02, seconded by Member Patten. On a roll call vote, all members voted "aye." Motion passed. Absent: B.Rollins-Gay, S.Summers***

*Vice-President Rollins-Gay arrived 5:57 p.m.*

### 5.03 Approval to Declare UHS Roof Repair an Emergency

Ota Dossett, Director of Facilities and Grounds requested authorization from the Board of Education to declare repairs from wind damage to the Urbana High School roof an emergency.

***Secretary Fisher moved to approve item #5.03, seconded by Member Carter. On a roll call vote, all members present voted "aye." Motion passed. Absent: S.Summers***

## 6.0 ADJOURNMENT

President Dimit declared the meeting adjourned at 6:02 p.m.

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President

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Secretary