



## **URBANA SCHOOL DISTRICT #116**

**BOARD OF EDUCATION**

**BUSINESS MEETING MINUTES**

**JEAN F. BURKHOLDER**

**ADMINISTRATIVE SERVICE CENTER**

205 North Race St. Urbana, IL 61801

Tuesday, January 18, 2011

7:30 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 7:31 p.m.

### **2.0 ROLL CALL**

Present: John Dimit, President  
Benita Rollins-Gay, Vice-President (7:50 p.m.)  
Ruth Ann Fisher, Secretary  
Brenda Carter, Secretary Pro Tem  
Elaine Gehrmann, Board Member  
Peggy Patten, Board Member  
Steve Summers, Board Member

Also Present: Preston L. Williams, Jr., Superintendent  
Donald Owen, Assist Supt of Curriculum and Instruction  
Gayle Jeffries, Assist Supt of Human Resources  
Susan Baker-Ory, Assist Supt of Special Services  
Carol Baker, Director of Business and Finance  
Ota Dossett, Director of Facilities and Grounds

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

**4.0 CITIZENS STATEMENTS**

Craig Walker, Champaign	Inclusion
Rev. Troy A. Burks, Urbana	Minority Contracts Information for HVAC at UHS
Carletta Donaldson, Urbana	School Board Members (orientation)

**5.0 CALL FOR EXECUTIVE MEETING/SESSION** (After current meeting)

There will be an executive session after the current meeting for the purpose:

The setting of a price for sale or lease of property owned by the District. 5 ILCS 120/2(c)(6).

The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1).

**6.0 APPROVAL OF AGENDA**

*Member Carter moved to approve the agenda, seconded by Member Patten. Motion passed.*

**7.0 COMMENDATIONS/RECOGNITIONS**

**8.0 ADMINISTRATIVE REPORTS**

**8.01 Illinois Municipal Retirement Fund (IMRF) Early Retirement Proposal**

Carol Baker, Director of Business and Financial Services, presented a proposal for the IMRF Early Retirement Program.

**8.02 Skyward Proposal**

Carol Baker, Director of Business and Financial Services, discussed the decision to purchase new finance and HR software from Skyward. Approval will be requested during the February 1, 2011 study session.

**9.0 COMMUNICATIONS**

**10.0 POLICY REVIEW**

**11.0 ACTION ITEMS** (Consent)

*Vice-President Rollins-Gay moved to approve the following consent action items, seconded by Member Carter. On a roll call vote, all members present voted "aye."*

**11.01 Minutes - none**

**11.02 \*December Bills/Checks**

\*December bills approved in advance during the December 14, 2010, business meeting.

Education Fund Bills	\$ 760,543.97
Operations & Maintenance Fund Bills	\$ 148,286.49
Bond & Interest Fund Bills	\$ 0.00
Transportation Fund Bills	\$ 175,874.35
II Municipal Retirement Fund	\$ 70,616.94
Capital Project 2010 Fund	\$ 13,860.35
UIAC Fund	\$ 0.00
Life Safety Levy	\$ 0.00
School Facility Occup Tax	\$ 8,914.36
Facility Sales Tax Projects	\$ 324,004.18
Capital Projects – Debt Certif	\$ 0.00
Payroll	\$ 2,453,723.50

**January Bills/Checks**

Education Fund Bills	\$ 567,880.57
Operations & Maintenance Fund Bills	\$ 257,037.13
Bond & Interest Fund Bills	\$ 4,188,603.01
Transportation Fund Bills	\$ 190,253.52
II Municipal Retirement Fund	\$ 69,915.71
Capital Project 2010 Fund	\$ 0.00
UIAC Fund	\$ 0.00
Life Safety Levy	\$ 18,271.55
School Facility Occup Tax	\$ 12,330.00
Facility Sales Tax Projects	\$ 190,183.21
Capital Projects – Debt Certif	\$ 303,258.60
Payroll	\$ 2,429,362.34
Adult Education	\$ 124,098.99

**11.03 Interfund Loans**

The following interfund loans were required to cover the necessary operating costs of the school district:

<u>Amount of Loan</u>	<u>Loan From</u>	<u>Loan To</u>
\$ 650,000	Working Cash Fund	Oper & Maint
\$ 200,000	Working Cash Fund	Trans. Fund

**11.04 Personnel Items**

Approval of various personnel items were requested.

**11.05 Revised Personnel Policies (5:201, 5:202, 5:203)**

Gayle Jeffries, Asst Supt of Human Resources, requested approval of the revised board policies: 5:201 – Professional Personnel/Retirement; 5:202 – Retirement/Voluntary Retirement for Certified Staff-District Plan; and 5:203 – Retirement/Voluntary Retirement for Certified Staff-State Option.

**11.06 Transportation Contract Extension**

Carol Baker, Director of Business & Financial Services, recommended approval of a two year extension of our transportation contract. First Student is currently offering a 0.0% increase for the 2011-12 school year and a modest 1.5% increase for the 2012-2013 school year.

**11.07 Demolition of 111 West Washington**

Approval was requested by the administration to demolish 111 West Washington, District owned property.

**12.0 ACTION ITEMS (Individual)**

**12.01 Gifts**

***Member Summers moved to approve and accept the following gifts, seconded by Vice-President Rollins-Gay. Motion passed.***

The following donations were made to King Elementary School to purchase a climbing wall: \$500 – Dr. Homer Radden, Dr. Tiffani Dillard, Dr. Henry Moore, Dr. Uretz Oliphant, Dr. Ike Uzoaru, Dr. Sheffield Dawson, Dr. Napoleon Knight, Dr. Kingsley Onyemere, Dr. Kendall Newsome, Dr. Andrew Batey; \$250 – Dr. Fola Oluwehinmi. Totaling: \$5,250.00

Peter B. Fox, Fox Development Corporation, Champaign, donated an Epson 4180 Scanner, valued at \$100.

Marcy Vancil (retired USD116 teacher), Urbana, donated: Art, Music, and Drama books, CD's, cassettes, puppets, African American and Multicultural books, structure books, teaching materials (middle ages, ancient history, US history, and poetry), to UMS and King Elementary and other various elementary buildings. This donation was valued at \$10,050.

The following individuals made a donation to the Evelyn Burnett Underwood Music/Instrument Assistance Program: Jeff and Kathy Snell – drum set, bass guitar and amp, Yamaha alto sax (valued at \$2,000); Jim and Darlene Kloeppel – \$1,000; Antoinette Burton & Paul Arroyo - \$50; and Steve Bell – drum set (valued at \$110.)

Kurt and Kelly Lash, Urbana, donated \$200 to Urbana High School, to be used at Dr. Taylor's discretion.

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

**14.0 SUPERINTENDENT'S REPORT**

**14.01 Status of FOIA Requests**

**15.0 BOARD REPORT**

**16.0 ADJOURNMENT**

***Member Gehrman moved to adjourn to executive session, seconded by Member Patten. On a roll call vote, all members present voted "aye."***

***President Dimit declared the meeting adjourned into executive session at 8:23 p.m.***

***There was not action after the executive session.***

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President

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Secretary