



## **URBANA SCHOOL DISTRICT #116**

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

**JEAN F. BURKHOLDER  
ADMINISTRATIVE SERVICE CENTER**

205 North Race St. Urbana, IL 61801

Tuesday, June 19, 2012

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. Preston L. Williams, Jr., 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 7:30 p.m.**

### **2.0 ROLL CALL**

Present: John Dimit, President  
Benita Rollins-Gay, Vice-President  
Ruth Ann Fisher, Secretary  
Brenda Carter, Member  
Elaine Gehrmann, Member (7:31 p.m.)  
Peggy Patten, Member  
Paul Poulosky, Member

Also Present: Preston L. Williams, Jr., Superintendent  
Donald Owen, Asst Supt of Curriculum and Instruction  
Gayle Jeffries, Asst Supt of Human Resources  
Todd Taylor, Asst Supt of Special Services  
Carol Baker, Director of Business  
Ota Dossett, Director of Facilities and Grounds

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

### **4.0 CITIZENS STATEMENTS**

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

There was an executive session after the meeting for the purpose of: Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).

**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**

**8.0 SPECIAL RESOLUTIONS**

**9.0 COMMUNICATIONS**

**10.0 REPORTS/DISCUSSION**

**10.01 First Reading of Revised Board Policies**

The Board of Education received updated board policies (Press Plus Issue 79) for a first reading.

**11.0 ACTION ITEMS (Consent)**

*Member Carter moved to approve the following action consent items, with the exception of 11.11, moving it to 12.01a. Motion was seconded by Vice-President Rollins-Gay. On a roll call, all members present voted "aye."*

**11.01 Minutes**

May 15, 2012, Business Meeting  
June 5, 2012, Study Session

**11.02 May Bills/Checks**

Education Fund Bills	\$2,108,404.88
Operations & Maintenance Fund Bills	\$ 171,818.45
Bond & Interest Fund Bills	\$ 0.00
Transportation Fund Bills	\$ 28,807.08
Capital Project 2010 Fund	\$ 5,388.00
UIAC Fund	\$ 0.00
Life Safety Levy	\$ 0.00
School Facility Occupancy Tax	\$ 23,841.30
Facility Sales Tax Projects	\$ 792,140.30
Capital Projects Debt Cert	\$ 0.00
TORT	\$ 45,452.38
Payroll	\$3,264,019.63
Adult Education	\$ 116,984.05

**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 (6/30/12).

**Permanent Transfer**

Approval was requested to transfer interest as of June 30, 2012. This is a permanent transfer of funds. Amount of transfers will be in the actual amounts of interest earned through June 30, 2012. 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 were 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 District Property, Liability Coverage**

Carol Baker, Director of Business, recommended renewal of District Property and Liability Insurance Rates through Wells Fargo.

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

Carol Baker, Director of Business, requested approval of required resolution.

**11.09 Increase of Lunch Fees**

Carol Baker, Director of Business, requested to increase lunch fees, effective 2012-2013 school year.

**11.10 Approval of Board Policy 2:82: Board Agreement**

Approval was requested to adopt new board policy 2:82 Board Agreement.

**11.11 Appointment of Deputy Superintendent**

Approval was requested to appoint Jennifer Cory as Deputy Superintendent, effective July 1, 2012.

**moved to 12.01a**

## 12.0 ACTION ITEMS (Individual)

### 12.01a Appointment of Deputy Superintendent

Approval was requested to appoint Dr. Jennifer Ivory-Tatum as Deputy Superintendent, effective, July, 1, 2013.

***Member Poulosky moved to appoint Dr. Jennifer Ivory-Tatum as Deputy Superintendent, effective July 1, 2013, seconded by Member Gehrman. On a roll call vote, all members present voted "aye."***

### 12.01 Gifts

Mike Woolf, Urbana, donated a 4/4 violin & bow, German violin, and bows that are in need of repair to Urbana High School. Donation was valued at \$700.00.

Dr. Jodi Albert and Associates, Champaign, donated eye exams and eye glasses to students in need district-wide. Services and glasses donated were valued at \$5,850.00.

Kelly Rose, Urbana, donated a Alto Saxophone – Keilwerth, valued at \$270.00 to Urbana High School.

Linda Bode, Urbana, donated a B<sup>b</sup> Clarinet – Penzel-Mueller-Brilliate, to Urbana High School, valued at \$400.00.

Derek Robinson, Urbana, donated an Alto Saxophone – Yamaha, to Urbana High School.

Service Experts Heating and Air Conditioning, Champaign, made a cash donation of \$250.00 to the Urbana Middle School softball team.

Anonymous donation of \$300.00 was made to the Lois Porter Scholarship at Urbana High School.

Altrusa Club of Champaign-Urbana, made a cash donation of \$250.00 to help defray the costs of the Urbana Adult Education Graduation ceremony/reception.

New Free Will Baptist Church, Champaign, and Lalitha Yekkirala, Urbana, made a cash donation of \$200.00/\$250.00 respectively to the Evelyn Burnett Underwood Instrumental Music Assistance Program.

Mary Ann Brown, Urbana, donated \$100 to Washington Early Childhood's Library.

Kathleen Murray, Champaign, donated professional books and children's board games to the social worker's office located at Yankee Ridge Elementary. This donation was valued at \$150.00

Ria Merriman, Urbana, donated a HP Color Laser Printer, and office furniture to Prairie Elementary Schools – ASSIST office, valued at \$850.00.

***Member Carter moved to approve and accept the above gifts, seconded by Secretary Fisher. Motion passed.***

**12.02 Commemorating UHS as a Royer Building**

Approval was requested to commemorate Urbana High School as a Royer building, by placing a plaque on a brick column at the south side of UHS.

***Member Gehrman moved to approve item #12.02, seconded by Member Carter. Motion passed.***

**12.03 Adoption of Tentative Budget for 2012-2013**

The Board of Education has received a tentative budget for 2012-2013 (fiscal year beginning July 1, 2012 and ending June 30, 2013). Carol Baker, Director of Business, made a presentation of the tentative budget.

The following are dates for developing and adopting the 2012-2013 district budget:

June 19, 2012 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 4, 2012 Public Hearing and Board Study Session on 2012-2013 Budget

September 18, 2012 Approval of final 2012-2013 Budget

***Member Gehrman moved to approve item #12.03, seconded by Member Carter. On a roll call, all members present voted "aye."***

**12.04 Adoption of Adult Education Tentative Budget for 2012-2013**

Board approval was requested for the adoption of the Adult Education Tentative Budget for 2012-2013.

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

**12.05 Setting of Board Meeting Time and Dates**

The Board of Education set 2012-2013 meeting dates and start time.

***Member Poulosky moved to approve the dates/time set by the board, seconded by Member Carter. Motion passed.***

**12.06 District Improvement Plan**

Donald Owen, Assistant Superintendent of Curriculum and Instruction, requested approval of the District Improvement Plan.

***Member Gehrman moved to approve item #12.06, seconded by Member Poulosky. Motion passed.***

**12.07 Approval of Resolution Transferring Real Property**

Consideration of a District Resolution authorizing the transfer of real property known as 301 North Race Street (North parking lot) to the City of Urbana for \$65,000 was requested.

*Member Poulosky moved to approve item #12.07, seconded by Member Gehrmann. On a roll call, all members present voted "aye."*

**12.08 Approval of Contract Renewal with ARAMARK for 2012-2013**

Approval was requested to continue with ARAMARK Food Services for the 2012-2013 school year.

*Member Carter moved to approve item #12.08, seconded by Vice-President Rollins-Gay. On a roll call, all members present voted "aye."*

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

**14.0 SUPERINTENDENT'S REPORT**

**15.0 BOARD REPORT**

**16.0 ADJOURNMENT**

*Member Poulosky moved to adjourn the meeting, to go into executive session after a five minute recess, seconded by Secretary Fisher. Motion passed.*

*President Dimit declared the meeting adjourned at 8:20 p.m., reconvening after a five minute recess for an executive session. There will be no action after executive session.*

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President

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Secretary