

Urbana School District #116
BOARD POLICY MANUAL
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CHAPTER I - GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.100 NAME OF DISTRICT

The name of the school district is Urbana School District Number 116, County of Champaign, State of Illinois.

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.200 SHORT HISTORY OF SCHOOL FACILITIES OF THE SCHOOL DISTRICT

The earliest evidence of formal schooling in the vicinity of Urbana is a record of the existence of a school house in 1832. The Urbana Male and Female Seminary was erected in the early 1850's under the auspices of the Methodist Church. In 1857 the building was purchased by the City of Urbana for \$5,000. It was used as a free school for all grades (1-12) until 1872. Mr. T.R. Leal was its first principal and served until he was elevated to the office of County Superintendent. The Seminary burned in 1872 and the first Leal School was erected in 1873. The "second Ward" and "Fourth Ward" schools were opened in 1872.

A one-room, one-teacher school known as District Number 4 was added to the Urbana system about 1890. During 1896 John Thornburn presented a site for a new high school which was erected before the close of the year and became known as the Thornburn High School.

At the turn of the century, the Urbana school system included four elementary schools and one high school under the Superintendency of J.W. Hays. Early in the century substantial additions and improvements were made to the Urbana school buildings. The Second Ward School was remodeled in 1902 and became Lincoln School. In 1903 Leal School was rebuilt. East Urbana, which had been served by the Fourth Ward School, and District Number 4 were the next areas to receive attention. The Fourth Ward School was replaced by Webber School; constructed in 1905. Number 4 was eliminated in the following year.

In 1908, as a result of a petition from the citizens of the northwest section of the City, the J.W. Hays School was erected. Three years later petitions were circulated for the construction of a new high school building; it was eventually built upon its present site in 1914. At the time of its construction the E-shaped design was regarded as somewhat revolutionary, and when four years later the gymnasium and swimming pool were added, it took its place as one of the outstanding high school buildings in the country.

Further building continued with the construction of Washington School located by Crystal Lake Park in the northeast in 1923 and the enlargement of Thornburn School in 1926.

In 1936, Leal School was rebuilt with federal aid (a WPA project), and in 1944, with a fresh program of rehabilitation and modernization underway, Webber School was remodeled. In 1946, the Perkins School was annexed to the Urbana school system.

(continued)

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.200 SHORT HISTORY OF SCHOOL FACILITIES OF THE SCHOOL DISTRICT – cont'd

During the years following World War II, the Urbana School District began to experience an increase in school population as a result of expanded home building within and outside the city limits. During the next twenty years the following buildings were constructed: Flossie Wiley Elementary School (1950); Urbana Junior High School (1952); Yankee Ridge Elementary School (1958); Thomas Paine Elementary School (1963); and Prairie Elementary School (1965). Also during this time several independent school districts were annexed to Urbana School District 116. These included Steward District No. 120 in Somers, Silver District No. 115, Locust Grove District No. 122, Allen District No. 124, and Mariott District No. 11. In addition, several other sections of land were added to bring the district to its present size of 42.38 square miles.

During the years of repaid student growth, several additions were made to existing buildings to meet the need for more space. In 1971 the most recent construction was completed with the opening of the Brookens Junior High School.

Between 1972 and 1983, the student population declined steadily. As a consequence of this decline, several buildings were closed and/or sold. Since 1984 the student population seems to have leveled off.

In November, 1985, a referendum was approved for a \$14.5 million renovation and expansion of Urbana High School. When completed in August, 1989, ninth grade students moved to the high school to form a four-year high school, and Urbana Junior High became Urbana Middle School to serve grades 7-8.

School district voters approved a \$23 million referendum in 1998 to expand and renovate Leal Elementary School, expand and renovate Urbana Middle School, and to construct the Urbana Indoor Aquatic Center. The Aquatic Center was constructed through an intergovernmental agreement with the Urbana Park District. (The school district would construct the facility and the park district would oversee its administration once completed.) Students from Leal, and then 6th grade students, were housed at the "East Campus," which was once the Osco-Jewel Store at 1010 South Philo Road during the construction to the respective schools. All construction was completed by the Fall of 2003. (Leal reopened in August 2001, the Aquatic Center opened in January 2003, and the Urbana Middle School reopened to all three grade levels in August 2003.)

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

Below is a summary of building construction and closures since 1857:

<u>SCHOOL</u>	<u>PRESENT CONSTRUCTION</u>	<u>DATE OF ADDITIONS</u>	<u>PRESENT DISPOSITION</u>
Urbana Male & Female Seminary	Purchased 1857		Burned 1872
Second Ward School	1872		Replaced with Lincoln 1902
Fourth Ward	1872		Replaced with Webber 1905
Leal	1873 1936	1967, 2001	Rebuilt, 1903 Rebuilt by WPA, 1936 In Use
District No. 4	1890		Closed, 1906
Thornburn	1896	1926	Closed, 1971 (Leased to Park District) Sold to Park Dist., 1982
Lincoln	1902		Closed, 1972 Sold, 1984
Webber	1905	1951, 1967	Closed, 1980 Sold, 1978
Hays*	1908	1951, 1963	In Use
High School	1914	1918, 1925, 1955, 1964, 1987	In Use Total Renovation 1987 1989 4-yr. high school
Washington	1925	1951, 1954	In Use
Perkins	1946 (Annexed)		Closed, 1959 Sold, 1961-62
Wiley	1950	1954	Closed for attendance 1980 In Use, ECDP 1980
Silver Dist. 115 Locust Grove Dist. 122 Steward Dist. 120			Closed, 1959
Allen Dist. 124	Annexed 1953		Sold, 1965-66
Marriott Dist. 11	Annexed 1954		Closed 1954
Urbana Middle School+	1952	1959, 2001-2003	In Use
Yankee Ridge	1958	1967	In Use
Thomas Paine	1963	1971	In Use

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

SCHOOL	PRESENT CONSTRUCTION	DATE OF ADDITIONS	PRESENT DISPOSITION
Prairie	1965	1967	In Use
Brookens Jr. High#	1971		Closed, 1980 In Use - Adult Ed., 1980 Sold, July 1985
Urbana Indoor Aquatic Center	2001-2003		In Use

*Renamed Martin Luther King Jr. Elementary School in 1970

+Was named Urbana Junior High School Fisher Campus 1970-80, renamed Urbana Middle School (7-8), as of 1989-90, all district 6th grade students housed at Middle School in the Fall of 1991.

#Was named Brookens Junior High School during 1971-80, Sold, July 1985.

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

The following are the boundaries of the designated attendance areas in the school district:

1.310 Martin Luther King, Jr. Elementary School

All of that territory bounded by a line described as follows:

Part I

Commencing at the intersection of the center line of Pennsylvania Avenue and the center line of Wright Street; thence Easterly along the center line of Pennsylvania Avenue to the center line of Lincoln Avenue; thence Northerly along the center line of Lincoln Avenue to the center line of Springfield and continuing Easterly along the center line of Main Street to the center line of Maple Street, thence Northerly along the center line of Maple Street to the center line of the right-of-way of the Conrail Consolidated Railway Company; thence Westerly to the center line of Race Street, thence Northerly along the center line of Race Street; continuing Northerly along the West line of the East Half of Section 8, Township 19 North, Range 9 East of the Third Principal meridian in Champaign County and along the West line of the East half of Section 5 in said Township to the center line of Interstate Route 74 thence Westerly along the center line of Interstate Route 74 to the Western boundary of School District; thence Southerly along Western boundary of School District to the place of beginning.

Part II (area commonly known as Orchard Downs)

Commencing at the intersection of the center line of Florida Avenue with the Western boundary of School District, thence Easterly along the center line of Florida Avenue to the center line of Race Street; thence Southerly along the center line of Race Street to the intersection of said center line of Windsor Road (the South line of Principal Meridian); thence Westerly along the center line of Windsor Road to the Western boundary of School District; thence North along said Western boundary of said School District to the place of beginning.

SUPERSEDES: Policy 1.310 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.320 Leal Elementary School

All of that territory bounded by a line described as follows:

Part I

Commencing at the intersection of the center line of Florida Avenue and the center line of Lincoln Avenue, thence Northerly along the center line of Lincoln Avenue to the center line of Springfield Avenue; thence Easterly along the center line of Springfield Avenue and continuing Easterly along the center line of Main Street to the center line of Lynn Street; thence Southerly along the center line of Lynn Street to Washington Street; thence Westerly along the center line of Washington Street to the center line of Vine Street; thence Southerly along the center line of Vine Street to the center line of Montclair Road; thence Easterly along the center line of Montclair Road to the center line of Race Street; thence Northerly along the center line of Race Street to the center line of Florida Avenue; thence Easterly along the center line of Florida Avenue to the place of beginning.

Part II

Commencing at the intersection of the center line of University Avenue and the East line of the West Half of Section 9 Township 19 North, Range 9 East of the Third Meridian in Champaign County; thence Northerly along the East line of the West Half of Section 9 in said Township and along the East line of the West Half of Section 4 in said Township to the center line of Interstate Route 74; thence Easterly along the center line of Interstate Route 74 to the center line of University Avenue; thence Westerly along the center line of University Avenue to the place of beginning.

SUPERSEDES: Policy 1.320 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.330 Prairie Elementary School

All of that territory bounded by a line described as follows:

Part I

Commencing at the intersection of the center line of Lynn Street and the center line of Washington Street; thence Northerly along the center line of Lynn Street to the center line of Main Street; thence Westerly to the center line of Maple street; thence Northerly to the center line of the right-of-way of the Conrail Consolidated Railroad; thence Easterly along the center line of the said right-of-way to the Northwest corner of the Northeast Quarter of the Northeast Quarter of Section 15, Township 19 North, Range 9 East of the Third Principal Meridian in Champaign County (center line of Pfeffer Road); thence Southerly along the West line of said Northeast Quarter of the Northeast Quarter of the West line of the Southeast Quarter of the Northeast Quarter and the West line of the Northeast Quarter of the Southeast Quarter, all in said Section 15 to the Southwest Corner of the Northeast Quarter of the Southeast Quarter of said Section 15; thence Westerly along the North line of the Southwest Quarter of the Southeast Quarter of Section 15, the North line of the South Half of the Southwest Quarter of Section 15, the North line of the South Half of the Southeast Quarter of Section 16, Township 19 North, Range 9 East of the Third Principal Meridian in Champaign County to the center line of the railroad right-of-way owned by the Wabash Railroad Company; thence Northwesterly along the center line of the right-of-way owned by Wabash Railroad Company to the center line of Washington Street; thence Westerly along the center line of Washington Street to the place of beginning.

Part II

Commencing at the center of Brownfield Road and the center of Interstate 74 thence Northeasterly to a point on the Western boundary of Section 3, 1200 feet South of the Northeast corner of the Southwest quarter of Section 3; thence Northerly along the Western boundary of Section 3 to the center line of Airport Road; thence Easterly along the center line of Airport Road to the Eastern boundary of the school district; thence Southerly along the Eastern boundary of the school district to the intersection of Interstate Route 74; thence Northwesterly along the center line of Interstate Route 74 to the place of beginning.

SUPERSEDES: Policy 1.330 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.340 Thomas Paine Elementary School

All of that territory bounded by a line described as follows:

Part I

Commencing at the intersection of the center line of Ridge Road (Township Road 174E) and the Southerly boundary of the School District, thence Northerly to the center line of Philo Road continuing along the center line of Philo Road with the center line of Philo Road extended to the center line of the railroad right-of-way owned by Wabash Railroad Company; thence Southeasterly along the center line of the railroad right-of-way owned by Wabash Railroad Company to the North line of the South Half of the Southeast Quarter of said Section 16; thence Easterly along the North line of the South Half of the Southeast Quarter of Section 16, the North line of the South Half of the Southwest Quarter of Section 15, Township 19 North, Range 9 East of the Third Principal Meridian in Champaign County, the North line of the Southwest Quarter of the Southeast Quarter of said Section 15 to the Southwest Corner of the Northeast Quarter of the Southeast Quarter of said Section 15; thence Northerly along the West line of the Northeast Quarter of the Southeast Quarter, the West line of the Southeast Quarter of the Northeast Quarter, and the West line of the Northeast Quarter of the Northeast Quarter of said Section 15 to the center line of the Conrail Consolidated Railway Company; thence Westerly along the center line of said right-of-way to the North-South center line of Section 9, Township 19 North, Range 9 East of the Third Principal Meridian in Champaign County; thence Northerly along the North-South center line of said Section 9 to the center line of University Avenue; thence Northeasterly along the center line of University Avenue to the center line of Interstate Route 74; thence Easterly along the center line of Interstate 74 to the Eastern boundary of the School District; thence Southerly along the Eastern boundary of the School District to the Southern boundary of the School District, thence Westerly along the Southern boundary of the School District to the place of the beginning.

Part II

Beginning at the intersection of the center line of Captiva Street extended Southward to the center line of Brownfield Road, then Southwest along the center line of Brownfield Road to Interstate Route 74, thence Westerly along the Northerly boundary of said Interstate Route 74 to the intersection thereof with the East line of U.S. Route 45; thence Northerly along said East line of U.S. Route 45 to the Northerly boundary line of "Columbia Village Mobile Home Park as per declaration of condominium recorded in Book Z of Plats at Page 163 of the Recorder's Office of Champaign County, Illinois;" thence East to the center line of Captiva Street; thence South along the center line of Captiva Street to the Point of Beginning; situated in Section 4, Township 19 North, Range 9 East of the Third Principal Meridian, situated in Champaign County, Illinois.

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SUPERSEDES: Policy 1.330 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.340 Thomas Paine Elementary School - continued

Part III

Commencing at the intersection of the center line of U. S. Route 45 and the center line of Airport Road; thence Northerly along the center line of U. S. Route 45 to the Northern boundary of the School District; thence Easterly along the Northern boundary of the school to the intersection of the Eastern boundary of the School District; thence Southerly along the Eastern boundary of the School District to the center of the intersection of Airport Road and Highcross Road; thence Westerly along the center line of Airport Road to the place of beginning.

SUPERSEDES: Policy 1.340 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

BP 1.340

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.350 Washington Early Childhood Center

All of that territory within the School District.

SUPERSEDES: Policy 1.350 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.360 Flossie Wiley Elementary School

All of that territory bounded by a line described as follows:

Part I (the former George Washington Elementary School Attendance area)
Commencing at the intersection of the center line of Race Street and the railroad right-of-way owned by the Wabash Railroad Company, thence Northerly along the center line of Race Street to the center line of Park Street and continuing Northerly along the West line of the East Half of Section 8, Township 19 North, Range 8 East of the Third Principal Meridian in Champaign County and along the West line of the East Half of Section 5 in said Township to the center line of Interstate Route 74; then Easterly along the center line of Interstate 74 to the East line of the West Half of Section 4 in said Township; thence Southerly along the East line of the West Half of said Section 4 and along the East line of the West Half of Section 9 in said Township to the center line of the railroad right-of-way owned by Wabash Railroad Company; thence Westerly along the railroad right-of-way owned by Wabash Railroad Company to the place of beginning.

Part II

Commencing at the intersection of the center line of Colorado Avenue and the center line of Vine Street; thence Northerly along the center line of Vine Street to the intersection of Vine Street and Washington Street; thence Easterly along the center line of Washington Street to the center line of the railroad right-of-way owned by Wabash Railroad Company; thence Southeasterly along the center line of the former Norfolk and Western Railroad to the center line of Philo Road; thence Southerly along the center line of Philo Road to the intersection of Philo Road and Colorado Avenue; thence Westerly along the center line of Colorado Avenue to the place of beginning.

Part III

Commencing at the intersection of the Southern and Western boundaries of the School District; thence along the Western boundary of the School District to the center line of Windsor Road (the South line of Section 20 and 21, Township 19 North, Range 9 East of the Third Principal Meridian in Champaign County); thence Easterly along the center line of Windsor Road to the center line of the intersection of Philo Road and Ridge Road; thence Southerly along the center line of Ridge Road to the Southern boundary of the School District; thence Westerly along the Southern boundary of the School District to the place of beginning.

SUPERSEDES: Policy 1.360 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.370 Yankee Ridge Elementary School

All of that territory bounded by a line described as follows:

Part I

Commencing at the intersection of the center line of Windsor Road and the center line of Race Street; thence Northerly along the center line of Race Street to the center line of Montclair Road; thence Easterly along the center line of Montclair Road to the intersection of the center line of Vine Street; thence Southerly along the center line of Vine Street to the center line of Colorado Avenue; thence Easterly along the center line of Colorado Avenue to the center line of Philo Road; thence Southerly along the center of Philo Road to the center line of Windsor Road; thence Westerly along the center line of Windsor Road to the place of beginning.

Part II

Commencing at the intersection of the center line of Interstate Route 74 and the Western boundary of the School District, thence Easterly along the center line of Interstate Route 74 to the center line of U. S. Route 45 thence Northerly along the center line of U. S. Route 45 to the Northern boundary of the School District; thence Westerly along the Northern boundary of the School District to the Western boundary of the School District; thence Southerly along the Western boundary of the School District to the place of beginning. Beginning at the intersection of the North Boundary line of "Columbia Village Mobile Home Park as per declaration of condominium recorded in Book Z of Plats at page 163 of the Recorder of Champaign County, Illinois," with U.S. Route 45; thence Northerly along the East boundary of said U.S. Route 45 to the center line of Airport Road (Twp. Rd. 1800N); thence Easterly along said center line of Airport Road to the center line of Captiva Street; thence South along the center line of Captiva Street to the Northerly Boundary line of the aforesaid Columbia Village Mobile Home Park; thence Westerly along said North line to U.S. Route 45, being the Place of Beginning; situated in Section 4 Township 19 North Range 9 East of the Third Principal Meridian, situated in Champaign County, Illinois.

SUPERSEDES: Policy 1.370 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.380 Urbana Middle School

All of that territory within the School District.

SUPERSEDES: Policy 1.380 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.300 ATTENDANCE AREAS

1.390 Urbana High School

All of that territory within the School District.

SUPERSEDES: Policy 1.390 adopted January 21, 1986

POLICY ADOPTED ON: MARCH 15, 1994

LEGAL REFERENCES: NONE

CROSS REFERENCES: NONE

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.400 ASSIGNMENT OF STUDENTS TO ATTEND SCHOOL

1.410 Resident Students

Ordinarily residency for school purposes is established by the residency of the student's parents or legal guardians. However, a student may establish a separate residence from that of his/her parents under certain circumstances and continue to be considered a resident. A student who is emancipated may establish a residency separate from his/her parents. To become emancipated a student must be in complete and sole control of his/her own affairs and be self-supporting. In order for a student to avoid payment of tuition, it is necessary that his/her residency in the school district be for reasons other than solely for attending school. All students residing in the school district shall attend the school designated by their place of residence unless one of the following exceptions applies:

- 1.411 A student in need of a unique educational program may be assigned to another school which may better meet this need. The request for such an assignment may be initiated by the parent or the administration. If the student will become eligible for transportation, as a result of such a transfer, the administration will consider whether it shall be provided or not. Cases where the transfer is indicated by the administration will be given a higher priority for this provision than those which have been initiated by the parents.
- 1.412 Parents may request an assignment to an attendance center outside their residential area by making the request in writing to the superintendent or his/her designee. Approval of such request will be granted upon consideration of the reason(s) given for the transfer and space available in the center requested. Rarely will such requests be granted during the school year. Parents are responsible for transportation.

Those students and their siblings; who were assigned by the administrative staff to other schools in the district, in order to maintain a minority balance during the 1998-99 school year will be provided transportation to those schools for the remainder of their elementary school year (K-5) upon request form their parent(s)/guardian(s) if they so desire to remain in the assigned school(s).

SUPERSEDES: Policy 1.410, 1.411, 1.412, 1.413 revised January 26, 1986

POLICY ADOPTED ON: May 18, 1999

LEGAL REFERENCES: None

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.400 ASSIGNMENT OF STUDENTS TO ATTEND SCHOOL

1.420 Non-resident Students

Students under age 21 whose parents or legal guardians are not residents of District 116 and who desire to attend the Urbana schools shall request permission to enroll and shall be accepted in accordance with procedures prescribed by the superintendent. When tuition is required, the amount shall be the prior year's net cost per student. All students over 21 shall be required to pay tuition.

CHAPTER 1 – GENERAL INFORMATION ABOUT THE SCHOOL DISTRICT

1.400 ASSIGNMENT OF STUDENTS TO ATTEND SCHOOL

1.430 International Students

International students shall be allowed to enroll in the school district if they meet the residency requirements established in section 1.410. If international students do not meet the residency requirements, they will be considered for enrollment on the same basis as that described for non-resident students in section 1.420.