Minutes of the REGULAR Meeting of the Board of Education
Community Unit School District No. 4, Champaign County, Illinois
Mellon Administrative Center, 703 S. New Street, Champaign, Illinois
April 27, 2020 within the Boundaries of Said District

Regular Meeting

In accordance with CDC guidelines and the State mandate to limit in-person attendance at public events due to the COVID-19 public health crisis, the Unit 4 Board of Education meeting on Monday, April 27, 2020 was conducted virtually. In person attendance complied with CDC guidelines and the state mandate for social distancing. Persons who wished to offer public comment could do so in person or could submit their comments via email to the Board at u4boe@u4sd.org. More information is posted at the District website, www.champaignschools.org.

Board President Amy Armstrong called the Regular Meeting of the Board to order at 5:30 p.m.

Board Members Present
Amy Armstrong, Gianina Baker (via Zoom), Bruce Brown (via Zoom), Chris Kloeppel (arrived at 5:35 p.m. via Zoom), Kathy Shannon (via Zoom), Elizabeth Sotiropoulos (via Zoom), Heather Vazquez (via Zoom)

Staff Members Present
Superintendent Susan Zola, IT Project Manager Courtney Rodgers, and Administrative Assistant Tammy Sowers

Approval of Agenda
Member Baker moved, with a second by Member Sotiropoulos to approve the agenda as presented. The motion carried on voice vote. Ayes 6. Nays 0.

Executive Session
Member Baker moved, with a second by Member Vazquez, to adjourn into Closed Session in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, specific individual who serves as an independent contractor or a volunteer of the public body or against legal counsel for the public body to determine its validity 120/2(c)(1) and Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 120/2(c)(2). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into Closed Session at 5:33 p.m.

Open Session
The Board convened into Open Session at 6:27 p.m.

Guests
No guests were present.

Public Comments
There were no public comments.

Communications
Superintendent Susan Zola gave an update on Chromebook distribution.
Action Agenda – New Business

Administrative Appointment – Chief Financial Officer: Ken Kleber/Dr. Susan Zola

Member Baker moved, with a second by Member Sotiropoulos to approve the Administrative Appointment – Chief Financial Officer. The motion carried on roll call. Ayes 7. Nays 0.

The position of Chief Financial Officer was advertised through the District’s website and other appropriate recruiting websites. Five candidates participated in Level I interviews conducted by a team of District administration, licensed staff representatives, support staff representatives, and the District’s financial consultant. Two candidates were brought back for multiple Level II interviews. Ms. Linda Matkowski was selected as the most outstanding candidate.

Ms. Matkowski holds a Bachelor of Science in Elementary Education from the University of Illinois, Urbana-Champaign (1986). After she graduated, Linda began her work in the financial field with Norwest Bank, which eventually became known as Wells Fargo. She worked her way up in the organization in hospital and medical finance, lending, accounting, sales and marketing, and operations. When she left in 1996, she was Vice President of Operations.

Since 1997, Linda has had extensive experience in municipal finance, advising public sector entities across the nation (including multiple K-12 and community college clients) on accounting and capital markets transactions. She has supervised and led hundreds of employees and reported directly to the CEOs of some of the largest names in the financial services industry in the following roles:

- 1997-2003, LaSalle Bank/ABN AMRO: Vice President of Municipal Lending and Senior Vice President of Capital Markets
- 2005-2010, PMA Financial: Senior Vice President/Managing Director for Public Finance
- 2010-2012, Raymond James & Associates: Managing Director/Manager for the Midwest Region
- 2012-2017, City Securities/Stifel Nicholas: Executive Vice President of Fixed Income Capital Markets
- 2017-Present, Stern Brothers: Chief Operating Officer/Chief Compliance Officer

Linda’s involvement in the educational arena includes the following activities:

- She spent a large portion of her career volunteering with the Illinois State Board of Education (ISBE) on the development of public policies and administrative regulations governing Illinois school finance. This provided her with opportunities to assist financially struggling school districts with technical budgeting, financial statement preparation, and operational activities.
- She had a substantive role working with ISBE in the development of the financial profile model that is still used today to better explain the financial health of Illinois schools.
- She was appointed by the Illinois State Board of Education to the State’s Financial Oversight Panel at East St. Louis School District 189 in 2012.
- She was a frequent speaker and contributor to various State and National educational financial organizations including Illinois Association of School Business Managers (IASBO), Illinois Association of School Administrators (IASA), Illinois Association of
School Boards (IASB), Government Finance Officers Association (GFOA), and Council of Development Finance Authorities (CDFA).

- She served as an elected Illinois school board member for a school district with over 20,000 students from 2002-2006.
- She is currently on the Board of Directors of CharacterPlus, which provides character education programming and services to K-12 students in Missouri and Illinois.
- She has been a valued adviser to Champaign Unit 4 Schools on financing strategies related to the 2016 referendum, presenting the District with important information needed to meet the needs of our growing community.

The recommended salary for Ms. Matkowski is $179,438 (prorated from July 1, 2019), plus all appropriate Board-approved administrator benefits. This is 260 days/year position. On July 1, 2020, her salary will adjust in accordance with District practice to reflect updates to the District’s salary grid for the 2020-2021 school year. The effective date of Ms. Matkowski’s appointment is tentatively slated to be in May 2020. Her exact start date will be determined in consultation with Human Resources and her salary will be prorated accordingly. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Linda Matkowski as Chief Financial Officer at a date mutually agreed upon by Ms. Matkowski and Human Resources at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Assistant Principal of Stratton Academy: Ken Kleber/Dr. Susan Zola

Member Vazquez moved, with a second by Member Baker to approve the Administrative Appointment – Assistant Principal of Stratton Academy. The motion carried on roll call. Ayes 7. Nays 0.

The position of Assistant Principal of Stratton Academy was advertised through the District’s website and other recruiting websites. Candidates were interviewed by a team of Stratton administration, licensed staff representatives, and support staff representatives. Mr. Brian Alexander-Ward was selected as the most outstanding candidate.

Mr. Alexander-Ward began his career in education in August 2001 as a Special Education Teacher at Washington Elementary School in Clinton, Illinois. He served in this position for four school terms. He left education for one year but returned in August 2006 as a Special Education at Mt. Pulaski High School, where he served for five school terms. Brian then accepted a position with Heyworth High School as a Special Education Teacher. From February 2015-August 2016, he was a teacher for special education students at The Pavilion Day School in Champaign. Joining Unit 4 Schools in August 2016, Mr. Alexander-Ward has served as an ED/Self-Contained Teacher at Jefferson Middle School, a Special Education Teacher at Barkstall Elementary, and is currently a District ED Itinerant Teacher. Mr. Alexander-Ward has experience as a Theatre Director with Clinton High School, Heyworth Junior and Senior High, and the Illinois Theatre Association which will contribute to Stratton’s magnet programming.

Mr. Alexander-Ward attended Lincoln Christian University for two years and then transferred to Illinois State University where he earned a Bachelor of Science Degree in Deaf Education in December 2000 and his LBS1/Special Education certification in August 2003. He will complete
his Master of Education in Educational Administration and Leadership in May 2020 at the University of Illinois Urbana-Champaign.

The effective date of Mr. Alexander-Ward’s appointment as Assistant Principal of Stratton Elementary is July 30, 2020. This is 215 days/year position. The recommended salary is $68,380, plus all appropriate Board-approved administrator fringe benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Brian Alexander-Ward as Assistant Principal of Stratton Academy (pending successful licensure) effective July 30, 2020 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Assistant Principal of Central High School: Ken Kleber/Dr. Susan Zola
Member Baker moved, with a second by Member Sotiropoulos to approve the Administrative Appointment – Assistant Principal of Central High School. The motion carried on roll call. Ayes 7. Nays 0

The position of Assistant Principal of Central High School was advertised through the District’s website and other recruiting websites. Two candidates were interviewed by a team of Central administration, licensed staff representatives, and support staff representatives. Ms. Dara’ Fenner was selected as the most outstanding candidate.

Ms. Fenner began her career in education in August 2012 as a Special Education Teacher’s Assistant with Guilford County Schools in North Carolina. She served in this role for two years. After obtaining her Special Education license, she served as a Special Education Teacher with Guilford County Schools for a semester. Ms. Fenner then relocated to Winston Salem Forsyth County Schools and taught 6th and 7th Grade Inclusion/Resource from January 2015 through January 2016. Joining Unit 4 Schools August 2016, Ms. Fenner served as a Special Education Teacher at Centennial High School for two school terms. Ms. Fenner then pursued and was selected as Dean of Students at Central High beginning in August 2018. She will continue to serve Central in her new role as AP beginning next school year.

Ms. Fenner holds a Bachelor of Science in Education from The University of Southern Mississippi (May 2014) and a Master of Education Policy, Organization and Leadership Diversity and Equity in Education from the University of Illinois at Urbana-Champaign (August 2017). She is currently completing her administrative internship and will earn her administrative license this summer.

The effective date of Ms. Fenner’s appointment as Assistant Principal of Central High is July 30, 2020. This is 215 a days/year position. The recommended salary is $75,249, plus all appropriate Board-approved administrator fringe benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Dara’ Fenner as Assistant Principal of Central High (pending successful licensure) effective July 30, 2020 at the above-listed salary and appropriate fringe benefits.

Consent Agenda: New Business
Member Sotiropoulos moved, with a second by Member Baker to approve the Consent Agenda – Unfinished/New Business. The motion carried on roll call. Ayes 7. Nays 0.
The following Consent Agenda items were approved:

**Human Resource Changes: Ken Kleber**
The Human Resource Changes were approved as presented.

**Transportation Agreement Between Champaign-Urbana Mass Transit District and Champaign Unit 4 School District: Dr. Susan Zola**
The District maintains an on-going partnership with the Champaign-Urbana Mass Transit District to provide transportation for students attending District middle schools and high schools. The attached agreement covers the terms and conditions in place for the 2020-2021 school year. The cost for services for the 2020-21 school year under this Agreement is $562,530.
Administration recommended approval of this agreement between the District and the Champaign-Urbana Mass Transit District.

**Approval of Amendment to Midwest Engineering and Testing, Inc. Material Testing Agreement – Centennial High School Additions and Renovations: Mark Roessler**
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On April 4, 2019 Staff approved a proposal for the Centennial High School project from Midwest Engineering and Testing for various materials testing and inspection services for an amount within the delegated authority. These quotes are typically produced from early design documents and are best estimates based on the scope of work and past experience on similar projects. The original amount of $49,100 on the signed proposal was insufficient to cover all of the testing and inspection needs and a change to the original proposal is needed. This additional $30,000 will bring the total amount to $79,100, which necessitates Board of Education approval. For payment of the materials testing and inspection services up to $79,100. Expenses for this project will be paid from the Capital Projects Fund.

Administration recommended approval of the proposal from Midwest Engineering and Testing, Inc.

**Moving Services Bid for Dr. Howard Elementary School and Edison Middle School Addition & Renovation: Elizabeth Stegmaier**
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On April 20, 2020, Administration received and opened four (4) bids for moving services at Dr. Howard and Edison. Administration recommended that Ace World Wide Moving & Storage (Interstate Agent for Atlas) be awarded the bid for moving services for Dr. Howard Elementary and Edison Middle School, in the amount of $89,446. Expenses for the moving services provided by Ace World Wide Moving & Storage (Interstate Agent for Atlas) will be paid from the Capital Projects Fund and FM Assist fund.

Administration recommended Board approval of the contract with Ace World Wide Moving & Storage (Interstate Agent for Atlas) for Dr. Howard Elementary and Edison Middle School summer 2020 moving services, in the amount of $89,446.

**Amendment to Fortis PMC Agreement for Project Management Services – Edison Middle School Addition & Renovation: Elizabeth Stegmaier**
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On January 14, 2019, the Board approved the consulting agreement between District and Fortis PMC for project management services for
Edison Middle School project. Administration requested approval of a $76,300 amendment to this agreement to continue services through October 2020. Expenses for this project will be paid from Fund 20 (FM Assist).

Administration recommended Board approval of the amendment to the consulting agreement with Fortis PMC for the Edison Middle School project.

Resolution Authorizing Disposal of District Personal Property:  Paul Douglas
The Illinois School Code requires Board of Education approval of the disposition of District property. The District has identified such personal property which is no longer needed for District purposes. A board resolution is required in order to dispose of this surplus property.

Administration recommended that the Board of Education approve the disposal of personal property identified in the resolution.

Adjournment
There being no further business, Member Sotiropoulos moved, with a second by Member Armstrong to adjourn the meeting at 6:49 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: May 11, 2020