

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

March 21, 2017



Location:

**Olney Central College
305 North West Street
Olney, Illinois 62450**

**Dinner – 6:00 p.m. – Banquet Room
Meeting – 7:00 p.m. - Banquet Room**

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

**March 21, 2017
7:00 p.m.
Olney Central College
Banquet Room**

1. Call to Order & Roll Call Chairman Fischer
2. Disposition of Minutes CEO Bruce
3. Recognition of Visitors and Guests Bruce
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Presidents
 - C. Cabinet
6. Policy First Reading (and Possible Approval) Bruce
 - A. Dual Credit Policy 500.31
 - B. Emergency Response Plans Policy 100.24
 - C. Substance Abuse Testing for Athletes Policy 500.27
7. Policy Second Reading Bruce
 - A. None
8. Staff Recommendations for Approval
 - A. Recognition of Student Board Member Gideon Raley Bruce
 - B. Concealed Carry Fee for 2018 Bruce
 - C. Intent to Consider Renewal of Contracts for CEO, Presidents, Dean of Workforce Education Bruce
 - D. Affiliation Agreement Rural Health Innovation Collaborative - LTC Bruce
9. Bid Committee Report Bruce
 - A. TRIO Upward Bound Cultural & Educational Trip 2017
10. District Finance
 - A. Financial Report Browning
 - B. Approval of Financial Obligations Browning
11. Chief Executive Officer's Report Bruce

- 12. Executive Session Bruce
- 13. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes Bruce
 - B. Audio Executive Session Minutes Bruce
- 14. Approval of Personnel Report Bruce
- 15. Collective Bargaining Bruce
- 16. Litigation Bruce
- 17. Other Items
- 18. Adjournment

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Cafeteria, at Lincoln Trail College, 11220 Highway 1, Robinson, Illinois, Tuesday, February 21, 2017.

AGENDA #1 – “Call to Order & Roll Call” – Chairman G. Andrew Fischer called the meeting to order at 7:00 p.m. and directed the Board Secretary, Renee Smith, to call the roll.

Roll Call: The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present:

John D. Brooks, Gary Carter, Michael K. Correll, Brenda K. Culver, G. Andrew Fischer, Alan Henager, Jan Ridgely. Also present was Gideon Raley, student trustee elect. Trustees absent: none. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.

Jay Edgren, President of Frontier Community College.

Matt Fowler, President of Wabash Valley College.

Ryan Gower, President of Lincoln Trail College.

Rodney Ranes, President of Olney Central College.

Roger Browning, Chief Finance Officer/Treasurer.

Tara Buerster, Director of Human Resources.

Chris Cantwell, Dean, Academic & Student Support Services/Chief Academic Officer.

Alex Cline, Director of Information & Communications Technology.

Renee Smith, Executive Assistant to CEO/Board Secretary.

Michael Thomas, Dean of Workforce Education.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held January 17, 2017 were presented for disposition.

Board Action to Approve Minutes: Trustee Gary Carter made a motion to approve minutes of the foregoing meeting as prepared. Student Trustee Gideon Raley seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken and the Chair declared the “Ayes” have it and the motion carried.

AGENDA #3 – “Recognition of Visitors & Guests” –

#3-A. Visitors & Guests: Visitors and guests present were recognized, including several college staff members.

#3-B. IECEA Representative: Andy King, IECEA President was present.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Presidents: Electronic reports were presented from each of the colleges.

#5-C. Report from Cabinet: None.

AGENDA #6 – “Policy First Reading (and Possible Approval)” –

#6-A. Board Policy HR 400.4 Leave and Benefit Policy - IECC currently has a policy to allow employees to use up to six days per year of sick time for personal emergency. According to the new law, Public Act 99-084, the Employee Sick Leave Act, an employer who offers paid sick leave to employees must allow employees to use no less than half of their annual sick time accrual for absences due to an illness, injury, or medical appointment of certain relatives of the employee, as specified in the following policy. The CEO recommended approval of the following policy:

HUMAN RESOURCES - 400

Leave and Benefit Policy - Administrative, Professional/Non-Faculty, Secretarial/Clerical, Technical, Custodial/Maintenance/Security, and Other Employees Not Covered by the Collective Bargaining Agreement (400.4)

Date Adopted: May 20, 1997

Revised: November 15, 2005

Revised: June 20, 2006

Revised: December 12, 2006

Revised: August 18, 2009

Revised: February 21, 2017 (pending Board approval)

The purpose of the leave and benefit policy is to describe the Board-approved leave days and benefits. Unless otherwise noted, leave days described below are not paid out upon termination.

- A. Sick Leave. Each full-time employee shall, on the first day of employment of the employee’s initial year, be granted a pro-rated share of working days up to a total of seventeen (17) sick leave days with pay.

After the initial year of employment and at the beginning of every fiscal year thereafter, each full-time employee will receive days of sick leave according to the following schedule:

<u>Years of Continuous Full-time Service</u>	<u>Sick Leave Days Per Year</u>
2-9	12
10-15	15
16-20	18
21-25+	21

Any unused sick leave days will be allowed to accumulate.

The Chief Executive Officer/Chief Operating Officer or a designee may require the employee on sick leave to provide a statement from the employee’s physician. In addition, the Chief Executive Officer/Chief

Operating Officer may require that the employee be examined by a physician determined by the Chief Executive Officer/Chief Operating Officer. In the latter case, the cost of the examination will be borne by the Board of Trustees.

Personal Emergency Leave. Employees may use a designated amount of sick time for personal emergency each year for things such as illness, injury, medical appointment of the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or stepparent or for other reasons of personal emergency. Advance approval for such leave shall be secured from the employee's immediate supervisor, as soon as possible. Employees may use the following days as personal emergency based on the following schedule:

<u>Years of Continuous Full-time Service</u>	<u>Personal Emergency Days allowed per Year</u>
<u>Initial Year</u>	<u>Up to ½ of sick days awarded at time of employment</u>
<u>2-9</u>	<u>6</u>
<u>10-15</u>	<u>7.5</u>
<u>16-20</u>	<u>9</u>
<u>21-25+</u>	<u>10.5</u>

B. Personal Leave. A full-time employee shall be granted, without loss of pay or benefits, two (2) leave days per fiscal year for personal reasons. Application for such leave should be made five (5) days prior to time said leave is desired to the employee's immediate supervisor. Unused personal days shall accumulate as sick leave to a maximum of fourteen (14) additional sick days.

C. Required Court Appearance Leave. Full-time employees shall be granted leave with pay to appear in court as a witness or a member of a jury. Compensation received for such court appearances shall accrue to the College District.

Part-time hourly employees: Part-time employees who 1) work 20 hours or more per week and 2) have been employed by IECC for 6 months or more will be eligible for required court appearance leave. Part-time employees who meet the above criteria will receive the equivalent of their average daily income. Average daily income will be calculated by the Director of Human Resources. Compensation received for such court appearance shall accrue to the College District.

Part-time faculty: Part-time faculty who 1) teach at least 3 hours for the semester and 2) have been employed by IECC for more than one semester will be eligible for required court appearance leave. Part-time faculty who meet the above criteria will receive the equivalent of their average daily income. Average daily income will be calculated by the Director of Human Resources. Compensation received for such court appearance shall accrue to the College District.

D. Funeral Leave. Full-time employees shall be granted funeral leave for the purpose of attending the funeral, without loss of pay, under the following terms and conditions.

Three Days of Leave at Full Pay – For a death within the immediate family, which means the full-time employee's spouse, child, parent, sibling, parent-in-law, or member of the immediate household of the employee.

One Day Leave at Full Pay. For a death of a near relative.

E. Leave of Absence. The CEO may grant up to 2 weeks leave of absence without pay to a full-time employee. The Board may grant up to one year's leave of absence without pay to a full-time employee, and up to an additional year upon request and Board approval. Such leaves may be granted for advanced study, exchange teaching or assignment, travel, governmental service, or other personal reasons. Applications for leaves shall be filed with the President and then the Chief Executive Officer/Chief Operating Officer not later than 90 days prior to the beginning of the date that the leave would commence.

Vacation, sick, personal days, and other benefits shall not accrue during an employee's unpaid leave of absence. An employee may, however, elect to continue to participate in the District group insurance plan at the employee's sole expense, provided the employee makes acceptable arrangements to pay the premium during the term of his/her unpaid leave.

F. Absences Due to Attendance at Educational Meetings and Conferences. Approved attendance at educational meetings and conferences may be granted without loss of salary. Attendance must be approved in advance by the employee's immediate supervisor in accordance with established guidelines. Employees authorized to represent the college or district shall be allowed expenses according to the regulations of the District.

~~G. Personal Emergency Leave. For reasons of personal emergency, a full-time employee may use up to six days per year of accumulated sick leave. Advance approval for such leave shall be secured from the employee's immediate supervisor.~~

~~H.G. Accounting. An accounting of accumulated sick leave will be made semi-annually.~~

~~I.H. Insurance Benefits. Major medical and dental insurance shall be made available for full-time employees.~~

Full-time employees electing to carry dependent coverage may have the premiums for this coverage deducted through payroll deductions.

~~J. I. Modified-Time Employees. Leave policy provisions for modified-time employees shall be prorated according to time employed in relation to full-time employees.~~

~~K. J. Holidays and Breaks. Paid holidays for all full-time employees include, Christmas, and New Year's Day, Martin Luther King, Jr. Day, Presidents' Day, Spring Holiday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving and the following Friday.~~

The administration establishes winter break for full-time employees in accordance with the academic calendar. Full-time employees who are required to work over winter break shall be given floating holiday leave equivalent to the time they were required to work over winter break. This floating holiday leave does not accumulate from year to year, and must be used prior to the end of the fiscal year during which it is acquired. Application for such floating leave should be made five (5) days prior to the time said leave is desired to the employee's immediate supervisor.

Full-time employees shall be granted one (1) floating holiday per fiscal year. Floating holidays do not accumulate and must be used during the fiscal year. Full-time employees must have been employed before March 1 to be eligible for the floating holiday. Application for such leave should be made five (5) days prior to time said leave is desired to the employee's immediate supervisor (effective July 1, 2003).

Board Action: Trustee Michael Correll made a motion that second reading be waived and that the revised HR Policy 400.4 Leave & Benefit Policy be adopted as recommended. Trustee Al Henager seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Trustees voting nay: None. Trustees absent: None. Student advisory vote: Yea. Trustees voting nay: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #7- "Policy Second Reading" – None.

AGENDA #8 – “Staff Recommendations for Approval” – The following staff recommendations were presented for approval.

#8-A. : Acceptance of No Petition Certificate: The petition period for a request for a referendum on the District’s intent to issue Funding Bonds expired on February 17, 2017, and Board Secretary Renee Smith now files with the Board a **No Petition Certificate** stating that no petition was filed requesting that the proposition be submitted to voters of this District. The CEO recommended the Board’s acceptance of the following No Petition Resolution.

STATE OF ILLINOIS)
) SS
COUNTY OF RICHLAND)

NO PETITION CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees (the “*Board*”) of Illinois Eastern Community College District No. 529, counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “*District*”), and as such official I do further certify that pursuant to a resolution entitled:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, and directing that notice of such intention be published as provided by law.

(the “*Resolution*”) duly adopted by the Board on the 17th day of January, 2017, notice of intention of the District to issue Funding Bonds (the “*Notice*”) was published on the 18th day of January, 2017, in the *Mt. Carmel Register*, the same being a newspaper of general circulation in the District, and was not posted electronically on the District’s World Wide Web pages.

I do further certify that no petition has ever been filed in my office as Secretary of the Board, or has ever been presented to me as such official, requesting that the proposition to issue Funding Bonds be submitted to the voters of the District, but that I provided a petition form regarding the same to every individual requesting one.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 21st day of February, 2017.

Secretary, Board of Trustees

Board Action: Trustee Brenda Culver made a motion to accept the No Petition Certificate as presented. Student Trustee Gideon Raley seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter,

Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Resolution providing for the issue of Taxable General Obligation Community College Bonds, Series 2017A, of the District, for the purpose of paying claims against said District, providing for the levy of a direct annual tax sufficient to pay the principal and interest of said bonds, and authorizing the sale of said bonds to the purchaser thereof:

The District has now met all legal requirements for the issuance of \$6,250,000 Taxable General Obligation Community College Bonds, for the purpose of paying claims against the District.

On December 13, 2016, the Board Chairman called for a public hearing concerning the intent of the Board to issue Funding Bonds. The Board conducted a public hearing concerning such issuance on January 17, 2017. On January 18, 2017, the Board published a Notice of Intent to issue the bonds, which began a 30-day petition period. There were no objections filed within this 30-day period.

If the Board were to issue the bonds in the amounts approved, the bond underwriters have prepared a document showing the estimated amounts of principal due on the Bonds from 12/1/18 through 12/1/21. The exact amount of interest will not be known until such bonds are sold. The resolution which follows authorizing the issuance of the Taxable General Obligation Community College Bonds is a draft and includes several blank items. The remainder will be provided after the private placement bond sale.

The CEO recommended the Board's approval of the final resolution authorizing the issuance of \$6,250,000 Taxable General Obligation Community College Bonds, Series 2017A.

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, held at Lincoln Trail College, 11220 State Highway 1, Robinson, Illinois, in said Community College District at 7:00 o'clock P.M., on the 21st day of February, 2017.

* * *

The meeting was called to order by the Chairman, and upon the roll being called, Dr. G. Andrew Fischer, the Chairman, and the following Trustees were physically present at said location: Brenda Culver, John D. Brooks, Michael Correll, Gary Carter, Alan Henager and Jan Ridgely and Gideon Raley (non-voting student trustee).

The following Trustees were allowed by a majority of the members of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: _____

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The Chairman announced that the next item for consideration was the issuance of \$6,250,000 general obligation bonds to be issued by the District pursuant to Article 3A of the Public Community College Act for the purpose of paying claims against the District, and that the Board of Trustees would consider the adoption of a

resolution providing for the issue of said bonds and the levy of a direct annual tax sufficient to pay the principal and interest thereon. The Chairman also summarized the pertinent terms of said proposal and said bonds, including the length of maturity, rates of interest, purchase price and tax levy for said bonds.

Whereupon Trustee _____ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each member of the Board of Trustees prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION providing for the issue of \$6,250,000 Taxable General Obligation Community College Bonds, Series 2017A of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

* * *

WHEREAS, the Board of Trustees (the “Board”) of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “District”), has by resolution (the “Intent Resolution”) declared its intention to, pursuant to Article 3A of the Public Community College Act of the State of Illinois, as amended (the “Act”), issue funding bonds of the District in the aggregate principal amount of \$6,250,000 as therein provided for the purpose of paying outstanding and unpaid claims against the District (the “Claims”); and

WHEREAS, pursuant to and in accordance with the provisions of said Article of the Act and the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended (the “Debt Reform Act”), notice of intention to issue said bonds was published in the *Mt. Carmel Daily Republican Register*, the same being a newspaper having general circulation within the District, an affidavit evidencing the publication of such notice of intention, together with a newspaper clipping of such notice as published attached thereto, having heretofore been presented to the Board and made a part of the permanent records of the Board; and

WHEREAS, at least thirty (30) days have expired since the date of the publishing of such notice of intention to issue said bonds, and no petition with the requisite number of valid signatures thereon has been filed with the Secretary of the Board requesting that the proposition to issue said bonds be submitted to the legal voters of the District; and

WHEREAS, the Claims are in not less than the aggregate amount of \$6,250,000, all as identified and set forth in detail in the Intent Resolution heretofore duly adopted by the Board; and

WHEREAS, there are no funds on hand and available to apply toward the payment of any part of the Claims in the aggregate amount of \$6,250,000; and

WHEREAS, the Board hereby finds that it is authorized at this time to issue said bonds in the aggregate amount of \$6,250,000 for the purpose of paying the Claims; and

WHEREAS, the Board deems it advisable, necessary and for the best interests of the District that \$6,250,000 of said bonds be issued at this time; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the Board, on the 13th day of December, 2016, adopted a resolution calling a public hearing (the “Hearing”) for the 17th day of January, 2017, concerning the intent of the Board to sell said bonds; and

WHEREAS, notice of the Hearing was given (i) by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *Mt. Carmel Daily Republican Register*, the same being a newspaper of general circulation in the District, and (ii) by posting at least 96 hours before the Hearing a copy of said notice at the principal office of the Board, which notice was continuously available for public review during the entire 96-hour period preceding the Hearing; and

WHEREAS, the Hearing was held on the 17th day of January, 2017, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 17th day of January, 2017; and

WHEREAS, it is necessary and in the best interests of the District that the District’s outstanding Taxable General Obligation Community College Bonds (Alternate Revenue Source), Series 2017 (the “Alternate Bonds”), be

called for redemption in advance of their maturity, and it is necessary and desirable to make such call for the redemption of the Alternate Bonds on their earliest possible call date, and provide for the giving of proper notice to the registered owners of the Alternate Bonds:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Authorization. It is hereby found and determined that the Board has been authorized by law to borrow the sum of \$6,250,000 upon the credit of the District and as evidence of such indebtedness to issue the bonds of the District in said amount, the proceeds of said bonds to be used for paying the Claims, and it is necessary and for the best interests of the District that there be issued at this time \$6,250,000 of said bonds.

Section 3. Bond Details. There be borrowed on the credit of and for and on behalf of the District the sum of \$6,250,000 for the purpose aforesaid and that bonds of the District (the "Bonds") shall be issued in said amount and shall be designated "Taxable General Obligation Community College Bonds, Series 2017A".

The Bonds shall be dated _____, 2017, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$100,000 each and authorized integral multiples of \$5,000 in excess thereof (but no single Bond shall represent installments of principal maturing on more than one date), shall be numbered 1 and upward, and the Bonds shall become due and payable serially (subject to option of prior redemption as hereinafter set forth) on December 1 of each of the years, in the amounts and bearing interest per annum as follows:

YEAR OF MATURITY	PRINCIPAL AMOUNT	RATE OF INTEREST
2018	\$	%
2019		%
2020		%
2021		%

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on June 1 and December 1 of each year, commencing on December 1, 2018. Interest on each Bond shall be paid by check or draft of _____, _____, Illinois (the "Bond Registrar"), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal corporate trust office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signature of the Chairman and Secretary of the Board, and shall be registered, numbered and countersigned by the manual or facsimile signature of the Treasurer of the Board (the "Treasurer"), as they shall determine, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Resolution. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

Section 4. Registration of Bonds; Persons Treated as Owners. The District shall cause books for the registration and for the transfer of the Bonds as provided in this resolution to be kept at the principal corporate trust office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District for the Bonds. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal corporate trust office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said principal corporate trust office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however,* the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending on such interest payment date.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds.

Section 5. Form of Bond. The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, "See Reverse Side for Additional Provisions", shall be omitted and paragraphs [6] through [9] shall be inserted immediately after paragraph [1]:

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, by its Board of Trustees, has caused this Bond to be signed by the manual or duly authorized facsimile signatures of the Chairman and Secretary of said Board of Trustees, and to be registered, numbered and countersigned by the manual or duly authorized facsimile signature of the Treasurer of said Board of Trustees, all as of the Dated Date identified above.

SPECIMEN

Chairman, Board of Trustees

SPECIMEN

Secretary, Board of Trustees

Registered, Numbered and Countersigned:

SPECIMEN

Treasurer, Board of Trustees

Date of Authentication: _____, 20__

CERTIFICATE
OF
AUTHENTICATION

Bond Registrar and Paying Agent:

_____, Illinois

This Bond is one of the Bonds described in the within mentioned resolution and is one of the Taxable General Obligation Community College Bonds, Series 2017A of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois.

_____,
as Bond Registrar

By _____
Authorized Officer

COMMUNITY COLLEGE DISTRICT NO. 529

**COUNTIES OF RICHLAND, CLARK, CLAY, CRAWFORD, CUMBERLAND, EDWARDS, HAMILTON, JASPER,
LAWRENCE, WABASH, WAYNE AND WHITE AND STATE OF ILLINOIS**

TAXABLE GENERAL OBLIGATION COMMUNITY COLLEGE BOND, SERIES 2017A

[6] This Bond is one of a series of bonds issued by the District to pay claims against the District, in full compliance with the provisions of the Public Community College Act of the State of Illinois, and the Local Government Debt Reform Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and is authorized by said Board of Trustees by resolutions duly and properly adopted for that purpose, in all respects as provided by law.

[7] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal corporate trust office of the Bond Registrar in _____, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing resolution, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[8] The Bonds are issued in fully registered form in the denomination of \$100,000 each and authorized integral multiples of \$5,000 in excess thereof. This Bond may be exchanged at the principal office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the Bond Resolution. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending on such interest payment date.

[9] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto _____

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

Signature guaranteed: _____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Section 6. Sale of Bonds. The Bonds hereby authorized shall be executed as in this resolution provided as soon after the passage hereof as may be, and thereupon be deposited with the Treasurer of the Board, and be by said Treasurer delivered to _____, _____, Illinois (the "Purchaser"), upon receipt of the purchase price therefor, the same being par, plus accrued interest to date of delivery, if any; the contract for the sale of the Bonds heretofore entered into is in all respects ratified, approved and confirmed, it being hereby found and determined that the Bonds have been sold at such a price and bear interest at such rates that neither the true interest cost (yield)

nor the net interest rate received upon the sale of the Bonds exceed the maximum rate otherwise authorized by Illinois law; the contract for the sale of the Bonds is in the best interests of the District and that no person holding an office of the District either by election or appointment, holds any prohibited interest, either directly or indirectly, in his or her own name or in the name of any other person, association, trust or corporation, in the contract for the sale of the Bonds; the surety bond executed by the Treasurer in connection with the issuance of the Bonds as required by Section 3-19 of the Public Community College Act is hereby approved and shall be filed with the County Clerk of each county in which any part of the District is situated; and the Bonds before being issued shall be registered, numbered and countersigned by said Treasurer, such registration being made in a book provided for that purpose, in which shall be entered the record of the resolution authorizing the Board to borrow said money and a description of the Bonds issued, including the number, date, to whom issued, amount, rate of interest and when due.

The use by the Purchaser of any preliminary term sheet or any final term sheet relating to the Bonds and before the Board at the time of the adoption hereof is hereby ratified, approved and authorized; the execution and delivery of said final term sheet is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the contract for the sales of the Bonds, this Resolution, said preliminary term sheet, said final term sheet and the Bonds.

Section 7. Tax Levy. In order to provide for the collection of a direct annual tax sufficient to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are outstanding, in amounts sufficient for that purpose, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax, to-wit:

FOR THE YEAR		A TAX SUFFICIENT TO PRODUCE THE SUM OF:
2016	\$	for interest and principal up to and including June 1, 2018
2017	\$	for interest and principal
2018	\$	for interest and principal
2019	\$	for interest and principal
2020	\$	for interest and principal

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

Section 8. Filing of Resolution. Forthwith upon the passage of this Resolution, the Secretary of the Board is hereby directed to file a certified copy of this Resolution with the County Clerks, and it shall be the duty of the County Clerks to annually in and for each of the years 2016 to 2020, inclusive, ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in each of said years for community college purposes, in order to raise the respective amounts aforesaid and in each of said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general educational purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated "Bond and Interest Fund of 2017A" (the "Bond Fund"), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds; and a certified copy of this resolution shall also be filed with the Treasurer of the Board.

Section 9. Use of Bond Proceeds. The District and the Board hereby covenant that all of the proceeds of the Bonds shall be used in strict compliance with all the requirements of the Act. Accrued interest received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund. The principal proceeds of the Bonds and any premium received on the delivery of the Bonds are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying and canceling the Claims, and that portion thereof not needed to pay such costs shall be used solely and only to pay and

cancel the Claims. At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Purchaser on behalf of the District from the proceeds of the Bonds.

Section 10. List of Bondholders. The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

Section 11. Duties of Bond Registrar. If requested by the Bond Registrar, the Chairman and Secretary of the Board are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to cancel and/or destroy Bonds which have been paid at maturity or submitted for exchange or transfer;
- (d) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (e) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

Section 12. Call of the Alternate Bonds. In accordance with the redemption provisions of the resolution authorizing the issuance of the Alternate Bonds, the District by the Board does hereby make provision for the payment of and does hereby call (subject only to the delivery of the Bonds) all of the outstanding Alternate Bonds for redemption on _____, 2017. The registrar for the Alternate Bonds is hereby authorized and directed to give timely notice of the call for redemption of the Alternate Bonds. The form and time of the giving of such notice regarding the redemption of the Alternate Bonds shall be as specified in the resolution authorizing the issuance of the Alternate Bonds.

Section 13. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 14. Repeal. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted February 21, 2017.

Chairman, Board of Trustees

Secretary, Board of Trustees

Trustee _____ moved and Trustee _____ seconded the motion that said resolution as presented and read by title be adopted.

After a full discussion thereof, the Chairman directed that the roll be called for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: Dr. G. Andrew Fischer, Brenda Culver, John D. Brooks, Michael Correll, Gary Carter, Alan Henager and Jan Ridgely.

The following Trustees voted NAY: _____

Whereupon the Chairman declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at the meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF RICHLAND)

CERTIFICATION OF MINUTES AND RESOLUTION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois (the “Board”), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 21st day of February, 2017, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION providing for the issue of \$6,250,000 Taxable General Obligation Community College Bonds, Series 2017A of Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 21st day of February, 2017.

Secretary, Board of Trustees

Board Action: Trustee Gary Carter made a motion to approve the issuance of \$6,250,000 Taxable General Obligation Community College Bonds, for the purpose of paying claims against the District. Trustee Al Henager seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Identity Theft Prevention Program Status Report : Chris Cantwell reviewed the Identity Theft Prevent Program Status Report. IECC participates in the Federal Direct Student Loan Program, offers institutional loans to students, and administers a tuition payment plan that allows qualified students to pay their tuition and fees throughout the semester. Therefore, IECC is a “creditor” and student accounts are “covered accounts” subject to the Red Flags Rule which required IECC to develop and implement an identity theft prevention program. IECC’s Identity Theft Prevention Program and Identity Theft Prevention Policy 100.23 were developed and approved by the Board on March 17, 2009. The Identity Theft Prevention Program Plan was reviewed and updated January 2017. No major updates were made to the current Identity Theft Prevention Program. There were no reports regarding the detection of any red flags in 2016. The CEO recommended acceptance of the 2016 Status Report for the Identity Theft Prevention Program.

Board Action: Student Trustee Gideon Raley made a motion to accept the Identity Theft Prevention Program Status Report for 2016 as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. New Program Fee - Electrical Distribution: FCC has requested a \$50 per student, per semester program fee for the Electrical Distribution Program to cover the cost of consumable supplies and equipment upkeep.

The CEO recommended approval of a \$50 per student, per semester program fee for the Electrical Distribution Program.

Board Action: Trustee Gary Carter made a motion to approve a \$50 per student, per semester program for the Electrical Distribution Program as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent:

None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-E. Annual Report of 403(b) : Roger Browning presented the annual monitoring report of the IECC 403(b) plan. The Standard is the administrator of the approved 403(b) program for employees of the district. At the end of calendar year 2016, the plan had assets of \$3,226,920. The plan currently has 89 active participants. The CEO recommended acceptance of The Standard's Review of the IECC 403(b) Plan.

Board Action: Trustee Michael Correll made a motion to accept the Standard's Monitoring Report of the IECC 403(b) Plan as recommended. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-F. FY2018 Tuition and Fee Rates: Because increased revenue is necessitated by the state government's struggle to solve Illinois' financial crisis, the Cabinet recommends that tuition and fees be increased for FY2018. These rates represent a \$2 increase to the Student Support Fee, a \$5 increase to the Maintenance Fee and a new Activity Fee to support student activities. The new Activity Fee would be a flat fee of \$60 to students taking six (6) or more credit hours in the Fall or Spring semesters. The increased fees would be effective with the Summer 2017 Term. The CEO recommended approval of the foregoing increase in tuition and fee rates.

Board Action: Trustee Al Henager made a motion to approve the increased tuition and fee rates as recommended. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-G Affiliation Agreement: IECC wishes to enter into a new affiliation agreement for FCC's Health Informatics Program with Crawford Memorial Hospital/Rural Health Clinic and Wabash General Hospital. These are the standard affiliation agreements utilized by the District. The CEO recommended approval of these agreements as presented in full in the Board Agenda.

Board Action: Trustee Brenda Culver made a motion to approve the affiliation agreements for IECC's Associate Degree in Nursing Program with Lawrence Crawford Association for Exceptional Citizens, located in Robinson, Illinois. Student Trustee Gideon Raley seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student Advisory Vote: yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #9 – “Bid Committee Report” – None.

AGENDA #10 – “District Finance” – The following District financial matters were presented.

#10-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of February 28, 2017.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for February, 2017, totaling \$860,094.14, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Jan Ridgely made a motion to approve payment of district financial obligations for February 2017, in the amounts listed. Trustee Gary Carter seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “Chief Executive Officer's Report” – CEO Terry Bruce provided a report covering the following items: IECC Student Trustee, Lobby Day Attendance, HLC Peer Reviewer Course, Intent to Renew Contracts of CEO, Dean of Workforce Education and 4 Presidents, Enrollment.

AGENDA #12 – “Executive Session” – The Board of Trustees did not hold an executive session at this meeting.

AGENDA #13 – “Approval of Executive Session Minutes” – The Board of Trustees did not hold an executive session at the regular meeting, January 17, 2017.

AGENDA #14 – “Approval of Personnel Report” – Tara Buerster presented the following amended Personnel Report and the CEO recommended approval.

PERSONNEL REPORT

400.1. Employment of Personnel

A. Professional Non-Faculty Non-Exempt

1. Destiny Stambaugh, Coordinator of Financial Aid, LTC, effective February 23, 2017

400.2. Change in Status

A. Administrative

1. Julie Higginbotham, Office Assistant, LTC, to Assistant Dean of Student Services, LTC, effective February 22, 2017

400.3. Reemployment of Bargaining Unit Faculty for 2017-2018 Academic Year

A. Continuation of Tenure

1. Susan Adams
2. Jesse Allen

3. Tom Baird
4. Scott Balding

5. Reno Bemont
6. Shasta Bennett
7. Tammie Bohnhoff
8. Cynthia Boyce
9. Tyler Boyles
10. C. Allen Brown
11. Carrie Brown
12. Laura Bruck
13. Carla Cadwalader
14. Jay Carter
15. Michael Conn
16. Laurel Cutright
17. John Day
18. David Denton
19. Cheryl Dill
20. Wanda Douglas
21. Suzanne Fassett
22. Mark Fitch
23. Carole Fusco
24. Todd Gill
25. Brenda Grove
26. Pauletta Gullett
27. Nixie Hnetkovsky
28. Steve Hnetkovsky
29. Jason Hortin
30. Judith Hudson
31. Kathleen Hudson
32. Anne Hustad
33. John Kendall
34. Andrew King
35. Carol Kocher
36. Curtis Marshall
37. Rob Mason
38. Christian Mathews
39. Travis Matthews
40. Rodney Maxey
41. Amie Mayhall
42. Andrew McMurray
43. Linda Monge
44. Mary Morris
45. ~~Teresa Odom~~
46. Kelly Payne
47. Kyle Peach
48. Brenda Phegley
49. Andrew Pittman
50. Richard Poskin
51. Lisa Rauch
52. Doug Robb
53. Anurahda Roy
54. Amy Scamman
55. Eric Scheller
56. Kimberley Schucker
57. Nick Short
58. Shirley Smithenry
59. Philip Thorsen
60. James Tucker
61. William Tucker
62. Kristi Urfer
63. Brian Wick
64. David Wilderman
65. Angelia Williams
66. Jill Winter
67. Megan Winter
68. Winifred Ann Wolven

B. Initial Tenure

1. Jacy Ghast
2. Logan Marshall
3. Ed Patton
4. Thomas Sarg

C. Non-Tenure

1. Heather Ackman
2. Sarah Bergbower
3. Rebecca Carmack
4. Laurie Jenkins
5. Aaron Lineberry
6. Keith Nash
7. Jodi Peach

400.4. Reemployment of Non-Bargaining Unit Faculty 2017-18

A. Continuation of Tenure

1. James Beers
2. Donald Bennett
3. Phillip Brooks
4. Jayson Hoffman
5. Rick Lamb
6. Joshua Lipe
7. Leonard Mitchell
8. Stephen Questelle
9. William Rogers
10. Gary Wangler
11. Kevin Weber

B. Initial Tenure

1. Michael Woods

C. Non-Tenure

1. Wesley Taylor

400.5. Faculty Seniority List for 2016/17 (Bargaining Unit)

Accounting

- | | |
|---------|--|
| 17 yrs. | Kristi Urfer (includes one year seniority for 2016-17 academic year) |
| 7 yrs. | John Kendall (includes one year seniority for 2016-17 academic year) |

Administrative Information Technology

- | | |
|----------|----------------|
| 8 yrs. | John Kendall |
| * 6 yrs. | Shasta Bennett |
| * 6 yrs. | Amie Mayhall |

Advanced Manufacturing

- | | |
|----------|---|
| * 8 yrs. | Jay Carter (includes one year seniority for 2016-17 academic year) |
| * 8 yrs. | Byford Cook (includes one year seniority for 2016-17 academic year) |

Agricultural Technology

- * 10 yrs. Steve Hnetkovsky (includes one year seniority for 2016-17 academic year)
- * 10 yrs. Doug Robb (includes one year seniority for 2016-17 academic year)

Art

- 9 yrs. Michael Conn (includes one year seniority for 2016-17 academic year)

Automotive Service Tech

- 14 yrs. Rodney Maxey (includes one year seniority for 2016-17 academic year)
- 9 yrs. Tyler Boyles (includes one year seniority for 2016-17 academic year)
- 4 yrs. Brian Wick

Chemical Sciences

- 6 yrs. Laura Bruck (includes one year seniority for 2016-17 academic year)
- 2 yrs. Aaron Lineberry (includes one year seniority for 2016-17 academic year)

Collision Repair Technology

- 16 yrs. Mark Fitch (includes one year seniority for 2016-17 academic year)

Computer Telephony

- 6 yrs. Travis Matthews (includes one year seniority for 2016-17 academic year)

Diesel Equipment Technology

- 15 yrs. Scott Balding (includes one year seniority for 2016-17 academic year)
- 5 yrs. Eric Scheller (includes one year seniority for 2016-17 academic year)

*/**/** = same seniority

Early Childhood Development

- 4 yrs. Carla Cadwalader (includes one year seniority for 2016-17 academic year)

Electrical Distribution Systems

- 3 yrs. Ed Patton (includes one year seniority for 2016-17 academic year)

Electronics Technology

- 4 yrs. Jay Carter

English

- 33 yrs. Brenda Phegley (includes one year seniority for 2016-17 academic year)
- 22 yrs. William Tucker (includes one year seniority for 2016-17 academic year)
- 16 yrs. Winifred Wolven (includes one year seniority for 2016-17 academic year)
- 13 yrs. Kelly Payne (includes one year seniority for 2016-17 academic year)
- 8 yrs. Mary Morris (includes one year seniority for 2016-17 academic year)

Gunsmithing

8 yrs. Brian Wick (includes one year seniority for 2016-17 academic year)

Health Informatics

2 yrs. Jodi Peach (includes one year seniority for 2016-17 academic year)

Health Programs

6 yrs. Pauletta Gullett

2.5 yrs. Laurie Jenkins (includes one year seniority for 2016-17 academic year)

History

27 yrs. David Denton (includes one year seniority for 2016-17 academic year)

4 yrs. Andrew McMurray (includes one year seniority for 2016-17 academic year)

2 yrs. Cynthia Boyce

Humanities

3 yrs. Cynthia Boyce (includes one year seniority for 2016-17 academic year)

Industrial Maintenance Tech

3 yrs. Logan Marshall (includes one year seniority for 2016-17 academic year)

Industrial Studies

3 yrs. Byford Cook

Life Science

30 yrs. Anuradha Roy (includes one year seniority for 2016-17 academic year)

18 yrs. Richard Poskin (includes one year seniority for 2016-17 academic year)

17 yrs. Christian Mathews (includes one year seniority for 2016-17 academic year)

* 14 yrs. Nixie Hnetkovsky (includes one year seniority for 2016-17 academic year)

* 14 yrs. Carrie Brown (includes one year seniority for 2016-17 academic year)

11 yrs. Nick Short (includes one year seniority for 2016-17 academic year)

4 yrs. Todd Gill (includes one year seniority for 2016-17 academic year)

2 yrs. Sarah Bergbower (includes one year seniority for 2016-17 academic year)

Machine Shop Technology

11 yrs. Byford Cook

Marketing Business Management

23 yrs. David Wilderman (includes one year seniority for 2016-17 academic year)

Mathematics

24 yrs. C. Allen Brown (includes one year seniority for 2016-17 academic year)

16 yrs. Laurel Cutright (includes one year seniority for 2016-17 academic year)

10 yrs. Kimberly Schucker (includes one year seniority for 2016-17 academic year)

6.5 yrs. Mary (Linda) Monge (includes one year seniority for 2016-17 academic year)
5 yrs. Tammie Bohnhoff (includes one year seniority for 2016-17 academic year)

Medical Office Assistant

* 8 yrs. Shasta Bennett (includes one year seniority for 2016-17 academic year)
* 8 yrs. Amie Mayhall (includes one year seniority for 2016-17 academic year)

Microcomputer Support Specialist

3 yrs. Travis Matthews

Music

13 yrs. Suzanne Fassett (includes one year seniority for 2016-17 academic year)
4.5 yrs. Andrew Pittman (includes one year seniority for 2016-17 academic year)
1 yr. Rebecca Carmack (includes one year seniority for 2016-17 academic year)

Nursing

28 yrs. Carole Fusco (includes one year seniority for 2016-17 academic year)
24.5 yrs. Kathleen Hudson (includes one year seniority for 2016-17 academic year)
15 yrs. Teresa Odom (includes one year seniority for 2016-17 academic year)
* 12 yrs. Brenda Grove (includes one year seniority for 2016-17 academic year)
* 12 yrs. Anne Hustad (includes one year seniority for 2016-17 academic year)
11.5 yrs. Theresa Marcotte (Associate Dean effective March 14, 2016)
** 11 yrs. Shirley Smithenry (includes one year seniority for 2016-17 academic year)
** 11 yrs. Angelia Williams (includes one year seniority for 2016-17 academic year)
10.5 yrs. Cheryl Dill (includes one year seniority for 2016-17 academic year)
10 yrs. Judith Hudson (includes one year seniority for 2016-17 academic year)
6 yrs. Wanda Douglas (includes one year seniority for 2016-17 academic year)
5.5 yrs. Amy Scamman (includes one year seniority for 2016-17 academic year)
5 yrs. Megan Winter (includes one year seniority for 2016-17 academic year)
4.5 yrs. Susan Adams (includes one year seniority for 2016-17 academic year)
3 yrs. Jacy Ghast (includes one year seniority for 2016-17 academic year)

*** 2 yrs. Pauletta Gullett (includes one year seniority for 2016-17 academic year)
*** 2 yrs. Heather Ackman (includes one year seniority for 2016-17 academic year)

Physics

18 yrs. Robert Mason (includes one year seniority for 2016-17 academic year)
6.5 yrs. Andrew King (includes one year seniority for 2016-17 academic year)

Process Technology

2 yrs. Keith Nash (includes one year seniority for 2016-17 academic year)

Psychology

15 yrs.	John Day
* 8 yrs.	Jason Hortin (includes one year seniority for 2016-17 academic year)
* 8 yrs.	Philip Thorsen (includes one year seniority for 2016-17 academic year)

Radio/TV Broadcasting

11 yrs.	Kyle Peach (includes one year seniority for 2016-17 academic year)
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Radiography

* 4 yrs.	Carol Kocher (includes one year seniority for 2016-17 academic year)
* 4 yrs.	Lisa Rauch (includes one year seniority for 2016-17 academic year)

Remedial Education

2 yrs.	Travis Matthews
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Social Services

2 yrs.	John Day (includes one year seniority for 2016-17 academic year)
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Speech

18 yrs.	James Tucker (includes one year seniority for 2016-17 academic year)
14 yrs.	Jill Winter (includes one year seniority for 2016-17 academic year)

Telecommunications Technology

19 yrs.	Tom Baird (includes one year seniority for 2016-17 academic year)
6 yrs.	Travis Matthews
5 yrs.	Jesse Allen (includes one year seniority for 2016-17 academic year)

*/**/** = same seniority

Truck Driving

3.5 yrs.	Thomas Sarg (includes one year seniority for 2016-17 academic year)
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Welding

6 yrs.	Reno Bemont (includes one year seniority for 2016-17 academic year)
5 yrs.	Curtis Marshall (includes one year seniority for 2016-17 academic year)

400.6. Non-Bargaining Unit Faculty Seniority List for 2016-17

Coal Mining Technology (non-bargaining unit)

16.5 yrs.	Gary Wangler (includes one year seniority for 2016-17 academic year)
10.5 yrs.	Jim Beers (includes one year seniority for 2016-17 academic year)
9 yrs.	Donald Bennett (includes one year seniority for 2016-17 academic year)
7.5 yrs.	William Rogers (includes one year seniority for 2016-17 academic year)
6.5 yrs.	Stephen Questelle (includes one year seniority for 2016-17 academic year)
6 yrs. 3 mo.	Phillip Brooks (includes one year seniority for 2016-17 academic year)
* 6 yrs.	Michael Thomas (Dean of Workforce Ed, effective 9-22-10)
* 6 yrs.	Joshua Lipe (includes one year seniority for 2016-17 academic year)
5.5 yrs.	Kevin Weber (includes one year seniority for 2016-17 academic year)

5 yrs. 1 mo. Rick Lamb (includes one year seniority for 2016-17 academic year)
5 yrs. Leonard Mitchell (includes one year seniority for 2016-17 academic year)
4.5 yrs. Jayson Hoffman (includes one year seniority for 2016-17 academic year)
3 yrs. Michael Woods (includes one year seniority for 2016-17 academic year)
1.5 yrs. Wesley Taylor (includes one half year seniority for 2016-17 academic year)

400.7. Administrative and Staff Salaries and Entry-Levels

400.8. Administrative and Staff Summer 2017 Leave Days

400.9. Approval to Hire Financial Aid Office Assistant, OCC, prior to March Board Meeting

400.10. Resignation Ratification

A. Administrative

1. Megan Scott, Assistant Dean of Student Services, LTC, effective February 17, 2017.

B. Classified

1. Leann Gumbel, Office Assistant, OCC, effective March 15, 2017

400.11. Retirement Ratification

A. Classified

1. Robert Tice, Custodian, OCC, effective May 1, 2017

ADDENDUM

400.11. Retirement Ratification

A. Faculty

1. Teresa Odom, Nursing Instructor, OCC/WVC, effective May 13, 2017

Board Action to Amend Personnel Report Trustee Brenda Culver made a motion to approve the Personnel Report as recommended. Student Trustee Gideon Raley seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, and the motion was adopted.

Board Action to Approve Amended Personnel Report: Trustee Al Henager made a motion to approve the amended Personnel Report as recommended. Student Trustee Gideon Raley seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – Trustee John Brooks made a motion to approve the Faculty Contract Proposal as presented. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair, the following trustees voted yea: John Brooks, Gary Carter, Michael Correll, Brenda Culver, Andrew Fischer, Al Henager, Jan Ridgely. Student

advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #16 – “Litigation” – None.

AGENDA #17 – “Other Items” – None.

AGENDA #18 – “Adjournment” – Trustee Gary Carter made a motion to adjourn. Student Trustee Gideon Raley seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:00 p.m.

Agenda Item #1

Call to Order and Roll Call

Agenda Item #2

Disposition of Minutes

Agenda Item #3

Recognition of Visitors and Guests

A. Visitors and Guests

B. IECEA Representatives

Agenda Item #4

Public Comment

Agenda Item #5

Reports

- A. Trustees**
- B. Presidents**
- C. Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

Agenda Item #6A

Dual Credit Policy 500.31

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 21, 2017
RE: Dual Credit Policy 500.31

The IECC District has developed a comprehensive dual credit agreement, which has been adopted by a majority of District high schools, and has a well-developed dual credit student handbook, the District needs to develop a dual credit policy. The District's policy is governed by the policies and regulations of the Illinois Community College Board, the Illinois State Board of Higher Education, the Illinois Dual Credit Quality Act, the Higher Learning Commission, and the policies and standards of IECC.

I recommend the Board waive the second reading and approve Policy 500.31 effective immediately.

TLB/rs

Attachment

STUDENT – 500

Dual Credit Policy (Policy 500.31)

Date Adopted: March 21, 2017

Illinois Eastern Community Colleges have worked closely with area high schools to develop partnerships, which provide dual credit courses that are accessible and beneficial to high school students in the IECC District. Dual credit courses are college courses taken by a high school student for credit at both the college and high school level. Dual credit courses expand student access to higher education, provide challenging academic experience to qualified high school students, and reduce the costs of a college education for students and their families.

Dual credit courses are governed by the policies and regulations of the Illinois Community College Board, the Illinois State Board of Higher Education, the Illinois Dual Credit Quality Act, the Higher Learning Commission, and the policies and standards of IECC and the high school including the Dual Credit Agreements and the Dual Credit Student Handbook.

Agenda Item #6B

Emergency Response Plans Policy 100.24

Agenda Item #6B

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 21, 2017
RE: Revisions to Emergency Response Plans Policy 100.24

Each IECC College has an Emergency Response Plan, which is reviewed and updated annually. To ensure academic and administrative departments and staff are prepared to continue providing, in a timely manner, critical campus functions in the event a significant disruption or emergency forces campus closure or diminishes access to essential campus resources, IECC has developed Academic Continuity procedures which will be included in the Campus Emergency Plans.

The following revised Emergency Response Plan Policy 100.24 includes the addition of Academic Continuity in Annex 11 of the Campus Emergency Plans and ensures continued compliance with Illinois Community College Board requirements for meeting the course contact hours in case of a campus emergency.

I recommend the Board waive the second reading and approve Policy 100.24 effective immediately.

TLB/rs

Attachment

Emergency Response Plans (100.24)

Date Adopted: September 21, 2010

Revised: October 20, 2015

Revised: March 21, 2017

The Illinois Eastern Community Colleges Board of Trustees recognizes the importance of creating and maintaining a Emergency Response Plans that outlines the plan for managing major emergencies and incidents that may threaten the health, safety, and welfare of the college community or disrupt its programs or activities. The Emergency Response Plans meet the requirements of the Illinois Campus Security Enhancement Act of 2008 (P.A. 095-0881; 110 ILCS 12/20) and the Illinois Administrative Code Part 305, and are compliant with the Illinois Emergency Management Agency Act (20 ILCS 3305) and the National Incident Management System (NIMS). The Emergency Response Plans also provide for Business Continuity (Annex 10) and Academic Continuity (Annex 11) which includes a general framework for planning and decision making as it pertains to the academic and business functions of IECC in case of a campus emergency.

Emergency Response Plans are reviewed and revised, as necessary, on an annual basis. Procedures for specific emergency scenarios are accessible to students, faculty, staff and the public through a link from the IECC homepage.

Agenda Item #6C

Substance Abuse Testing for Athletes Policy 500.27

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 21, 2017
RE: Substance Abuse Testing for Athletes Policy 500.27

Since July 2014, the District has had a policy on the random substance abuse testing for athletes competing in athletic programs at the District. Under the current policy, 5% of the student athlete population is tested two times per year. As the NCAA and NJCAA have struggled with substance abuse, new policy suggestions have been made. Although the NJCAA has not been able to develop a comprehensive substance abuse policy, the District has used the NCAA policy as a guideline.

Under the new policy, 20% of each athletic team will be subjected to random drug testing at some point during the calendar athletic year. There will be several random test dates throughout the calendar athletic year between the beginning of September and the end of April.

I recommend the Board waive second reading and approve the revised Substance Abuse Testing for Athletes Policy.

TLB/rs

Attachment

Policy for Substance Abuse Testing for Athletes (500.27)

Date Adopted: July 16, 2014

Revised: March 21, 2017 (Pending Board approval)

Purpose

Illinois Eastern Community College is concerned with the health, safety and welfare of student-athletes who participate in its athletic programs and represent the institutions in athletics. The district believes that drug screening is appropriate and necessary to insure the health and safety of our student-athletes. Further, the athletics department recognizes its responsibility to provide educational programming which educates student-athletes on the physiological, physical, and psychological dangers inherent in the misuse of drugs and alcohol; informs student-athletes of local, state, and federal laws concerning the use and possession of alcohol and drugs. This comprehensive program which includes educational, screening, and rehabilitative components will facilitate informed, intelligent decision-making among student athletes.

Goals

1. Educate individuals on the dangers of substance abuse and use.
2. Deterrence of substance abuse and use.
3. Develop consistent sanctions should a student-athlete test positive.
4. Promote the positive role student-athletes have in our communities.
5. Encourage student-athletes to make informed, intelligent decisions on the use of substances.

Types of Testing

1. Random — ~~2 times per year, once in each Fall and Spring Semester~~ — student athletes will be notified of the test on the morning of the test. 20% of each athletic team will be subjected to random drug testing at some point during the calendar athletic year. No less than 2 and no more than 7 student-athletes from any team will be subject to testing, as it is understood that each team possesses a different number of student-athletes.
 - ~~Each Fall and Spring Semester, 5% of the student athlete population from each college, with a minimum of 1 athlete per college, will be tested.~~ Each Athletic Director will submit a roster for each sport on their respective campus to the Compliance Coordinator at the conclusion of the 10-day enrollment period of every fall semester. The Compliance Coordinator will then determine how many student-athletes will be tested from each sport on each campus.

- Any roster changes throughout the year shall be reported to the Compliance Coordinator.
 - There will be several random test dates throughout the calendar athletic year, spread between the beginning of September and the end of April. The dates will be determined by the Compliance Coordinator. The Athletic Directors will be notified approximately 2-3 days in advance on the testing date, number of student-athletes to be tested, and from which sports the names should be pulled from. Athletic Directors will be in charge of coordinating the name drawing and test administration by an approved testing site.
 - ~~The results will be given to the Coordinator of Compliance, which in turn will notify each Athletic Director. Names of the student-athletes and test results shall be submitted to the Compliance Coordinator upon test completion.~~
 - Each name on the roster must be a part of the random drawing every time there is a drawing. Conceivably, the same name could be picked from an athletic team on every testing date.
 - Testing will be done at Wabash General Hospital (WGH), Wabash Valley Occupational Health and Acute Care – Robinson, IL, and Richland Memorial Hospital (RMH), and Fairfield Memorial Hospital (FMH). A coach or Athletic Director will accompany the student athletes to be tested to Wabash General Hospital (WGH), Wabash Valley Occupational health and Acute Care – Robinson, IL and Richland Memorial Hospital (RMH) to be tested. Wabash General Hospital (WGH), Wabash Valley Occupational Health and Acute Care – Robinson, IL and Richland Memorial Hospital (RMH) will follow their established testing protocol for sample retrieval and chain of custody will be followed according to their policy and procedures. the appropriate testing facility. Each facility will follow its established testing protocol for sample retrieval and maintain chain of custody according to its policy and procedures.
2. Reasonable Cause - Student-athlete that has tested positive in a previous test; Student-athlete will incur the cost of the test.
 3. Failure to appear – results in a positive test.
 4. Re-entry testing – student-athlete will need to provide a negative sample to be released from administrative sanctions. This will be a random sample that will be provided upon request.

Positive Test Results

First Positive Test

1. Student-athlete will meet with Athletic Director, Coach, President of College (or designee). The student-athlete may request to have a person of their choosing present at the meeting.
2. The student-athlete will be required to inform his/her parents of his positive test in the presence of the Athletic Director & Coach.

3. The student-athlete will be referred to the campus Threat Assessment and Behavior Intervention Team (TABIT).
 - a. The student-athlete will be required to sign a release of information so the athletic department can monitor their progress with the members of TABIT.
 - b. The TABIT will determine the number of sessions the student-athlete needs to attend.
4. Complete 20 hours of community service. The community service must be completed before any reinstatement to the team is complete. The hours should be documented by the Athletic Director and the Coach.
5. The student-athlete will be subject to unlimited follow-up testing. This testing will be done at the student-athlete's expense. Failure to submit to the follow-up test will result in an indefinite suspension from the team and forfeiture of the athletic scholarship. The student may continue their educational pursuit at the institution but at **their own expense**.

Second Positive Test

1. Student-athlete will meet with Athletic Director, Coach, President of College (or designee). The student-athlete may request to have a person of their choosing present at the meeting.
2. The student-athlete will be required to inform his/her parents of his positive test in the presence of the Athletic Director & Coach.
3. Upon a second positive test the student-athlete will be suspended from the team for ~~50%~~ 25% of the scheduled games including post-season play. These games will be served consecutively and will be the games immediately following notification of a positive test. If there are not enough games the suspension will carry over to the next season for returning athletes.
4. If the suspension happens during the season, the suspension will be noted to those who ask as a "violation of team rules".
5. The student-athlete will be referred to TABIT for evaluation. This evaluation will be at the student athlete's expense.
 - a. The student-athlete will be required to sign a release of information so the athletic department can monitor their progress in counseling.
 - b. The TABIT will determine the number of sessions the student-athlete needs to attend. If the TABIT determines counseling is needed, the counseling will be **at the expense of the student-athlete**.
6. Return to the team will be when TABIT/counseling center determines student-athlete is fit to return & a negative sample is submitted by the student-athlete.
7. Complete 40 hours of community service. The community service must be completed before any reinstatement to the team is complete. The hours should be documented by the Athletic Director and the Coach.
8. The student-athlete will be subject to unlimited follow-up testing. This testing will be done at the student-athlete's expense. Failure to submit to the follow-up test will result in

an indefinite suspension from the team and forfeiture of the athletic scholarship. The student may continue their educational pursuit at the institution but at **their own expense**.

Third Positive Test

1. A third positive test the student-athlete will be suspended from the team indefinitely.
2. The student-athlete will surrender their athletic aid.
3. The student-athlete will be able to complete their education, but at THEIR OWN EXPENSE.

Self-Referral Program

1. A student-athlete may refer himself/herself for evaluation or counseling by contacting their Head Coach, an athletic training staff member, or the Athletic Director.
 - a. A student-athlete may not initiate self-referral after he/she has been informed of their participation in an impending test.
 - b. Student-athlete cannot enter the self-referral program at any time after a positive test. This includes the entire time of athletic eligibility at an IECC institution.
 - c. A treatment plan will be determined and put in place for the student-athlete upon self-referral by the TABIT. The student-athlete will be tested randomly while in the self-referral program. The subsequent random tests will be the sole responsibility of the student-athlete.
 - d. A student-athlete testing positive on the initial test after entering this program will not be subject to applicable sanctions. However, a positive test in subsequent tests or failure to adhere to the treatment program will result in sanctions applicable for a 2nd positive test.

Appeal Process

A student-athlete who tests positive for a banned substance may, within 72 hours of being notified of the positive laboratory finding, contest the finding of the positive results. Any student-athlete requesting an appeal of the positive results is entitled to a hearing by the appeals committee. The request for appeal must be received in writing by the Athletic Director within 48 hours of notification of a positive test finding. The appeals committee will consist of the following:

- Athletic Director
- Dean of Student Services/Assistant Dean of Student Services
- Faculty member
- President or designee
- Head Coach

The student-athlete may have a representative of his/her choosing present at the appeals hearing. However, the student-athlete must present his/her own case. The meeting should take place within 72 hours after the written request is received. Sanctions resulting from the positive test will not

apply until the appeals process is finalized. The decision is final based on a majority vote of the above-mentioned members of the committee. The sanctions for a positive test will be completed and the results of the decision are not subject to further appeal.

Medical Exception

IECC recognizes that some substances are used for legitimate medical purposes. IECC will allow for exemptions for those student-athletes with a documented medical history demonstrating a need for regular use of a substance. The student-athlete is required to inform the Athletic Director and trainer of **all medications** he/she is taking prior to being tested. Additionally, a **note from the student-athlete's prescribing physician** will be kept in the student-athlete's file. In the event a student-athlete tests positive, the Athletic Director and trainer in consultation with the testing center will review that student-athlete's medical record to determine if a medical exception should be granted.

Agenda Item #7

Policy Second Reading

None

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Recognition of Student Board Member Gideon Raley

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 21, 2017
RE: Recognition of Student Board Member Gideon Raley

Gideon Raley is completing his one-year service as Student Trustee to the Board. Gideon has nearly perfect attendance at Board meetings and has been an active maker of motions on Board decisions.

He has renewed his commitment to being a quality student by reducing his hours of outside work, and will graduate in May. He has plans to complete a four-year degree in a computer related field.

We wish Gideon well in his future endeavors.

TLB/rs

Agenda Item #8B

Concealed Carry Fee for 2018

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 21, 2017
RE: Concealed Carry Fee for FY 2018

At the February Board meeting, the Board increased fees on all students. The District offers a well respected conceal carry course. Many have commented on the quality of the instruction provided by our instructors.

To remain competitive and in light of the District's fee increases, the District needs to make adjustments to the charges in the Conceal Carry Program. The current cost of the course is \$183.00 and it is believed that the District can remain competitive at \$175.00.

To maintain the District's reputation for having one of the best concealed carry courses in the area, the Cabinet recommends a \$ 60 concealed carry fee for the District's FY 2018 concealed carry course. This would make the total cost \$175, including the increased student support fee and the maintenance fee as the information below shows.

Current:

\$ 75	Concealed Carry Fee
\$ 83	Tuition
\$ 10	Student Support Fee
\$ 10	Maintenance Fee
\$ 5	Tech Fee
<u>\$ 183</u>	Total

Recommended:

\$ 60	Concealed Carry Fee
\$ 83	Tuition
\$ 12	Student Support Fee
\$ 15	Maintenance Fee
\$ 5	Tech Fee
<u>\$ 175</u>	Total

I recommend a total course cost of \$175 for the concealed carry courses.

TLB/rs

Agenda Item #8C

**Intent to Consider Renewal of Contracts for CEO, Presidents, Dean of Workforce
Education**

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 21, 2017
RE: Intent to Renew Contracts

Under legislation that was passed to correct a problem at the College of DuPage, the Board needs to declare their intention to renew the contracts of key administrators of the District. The contracts for the CEO, the contract for each President of each college, and the Dean of Workforce Education are up for renewal by the Board for a two-year period from September 1, 2017 to August 30, 2019.

It would be appropriate for a motion that the Board intends to consider the renewal of the contracts set forth above at the April 2017 meeting of the Board of Trustees.

TLB/rs

Agenda Item #8D

Affiliation Agreement Rural Health Innovation Collaborative - LTC

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: March 21, 2017
RE: Affiliation Agreement

An Affiliation Agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into affiliation agreements with Rural Health Innovation Collaborative located in Terre Haute, Indiana, for Lincoln Trail's Certified Medical Assistant Program.

I ask the Board's approval of this affiliation agreement.

TLB/rs

Attachment

ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529
LINCOLN TRAIL COLLEGE
CERTIFIED MEDICAL ASSISTANT PROGRAM

AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this 15 day of May, 2017, by and between ILLINOIS EASTERN COMMUNITY COLLEGES, DISTRICT #529/LINCOLN TRAIL COLLEGE, for its Certified Medical Assistant Program (CMA) (hereinafter referred to as COLLEGE) and Rural Health Innovation Collaborative, Terre, IN (hereinafter referred to as AGENCY).

WITNESSETH THAT:

WHEREAS, the COLLEGE desires to make use of the AGENCY's facilities for clinical medical assistant laboratory practice by students of the Certified Medical Assistant Program for the COLLEGE and

WHEREAS, the AGENCY has agreed to make its facilities available to the medical assistant students of the COLLEGE for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care that are appropriate educational experiences for observation and participation by the students of the COLLEGE'S CMA Program subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the Dean of the College on behalf of Lincoln Trail College and the Administrative Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.
3. The AGENCY will be responsible for the supervision and guidance of the students in the clinical medical assistant laboratory practice, and will be available to the medical assistant students.

The specific assignment of learning experiences to specific students will be made and arranged by the Certified Medical Assistant Faculty on behalf of the COLLEGE, in consultation with the Administrative Supervisor or Coordinator on behalf of the AGENCY. The Administrative Supervisor assumes full responsibility and supervision of the CMA students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY, and the Administrative Supervisor on behalf of the AGENCY will be responsible for maintaining proper standards of medical assistant care and safeguard of patients assigned to students. The AGENCY personnel will retain full and final decisions for patient care assigned to CMA students.
5. Students are responsible for seeking health care if the need arises. Students are encouraged to carry their own health insurance and are required to pay their own health care fees.

CMA students assigned to, or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

Students who have physical or emotional disabilities which may negate success in CMA practice will not be permitted to use the AGENCY'S facilities. Students who have disabilities which may not negate success in CMA practice may participate in the contemplated program if approved by the AGENCY.

Prior to the use of any AGENCY facilities, under the contemplated program, the COLLEGE will furnish the AGENCY, upon request, a medical record, proof of insurance, and a letter of good standing for each participating student showing that said student fully complies with the requirements required by the AGENCY.

The students are responsible for health care costs related to student injury or illness occurring in the agency.

The AGENCY may terminate a student from the facility when his or her performance is unsatisfactory to AGENCY or his or her behavior is deemed disruptive or detrimental to AGENCY and/or its patients. In such event, student participation in the AGENCY shall immediately cease. Only the COLLEGE can dismiss the student from the COLLEGE CMA program.

To the extent permitted by applicable law and without waiving any defenses, the COLLEGE shall indemnify and hold harmless AGENCY and its officers, medical and nursing staff, representatives and employees from and against all liabilities, claims, damages and expenses, including reasonable attorneys' fees, relating to or arising out of any act or omission of the COLLEGE or any of its faculty, Program Participants, agents, representatives and employees under this Agreement, including, but not limited to, claims for personal injury, professional liability, or with respect to the failure to make proper payment of required taxes, withholding, employee benefits or statutory or other entitlements. AGENCY shall indemnify COLLEGE against liabilities, claims, damages, and expenses, including reasonable attorney's fees, incurred by the COLLEGE in defending or compromising actions brought against COLLEGE arising out of or related to the AGENCY'S performance of duties hereunder.

6. The faculty of the COLLEGE participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff.
7. The COLLEGE will provide orientation of the educational program for the AGENCY staff.
8. The students and instructors will safeguard the confidential nature of all information which may come to them with regard to patients and AGENCY records.
9. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. Certified Medical Assistant Faculty and CMA students shall be covered by malpractice insurance prior to any assignment for practice at the AGENCY.

10. Automatic renewal of the agreement will be made each summer. Either party hereto may terminate this AGREEMENT with a 90 day written termination notice to the other party.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials the ____ day of _____, 2017.

AGENCY

ILLINOIS EASTERN COMMUNITY
COLLEGES DIST. #529/LINCOLN TRAIL
COLLEGE

Medical Services Director

Certified Medical Assistant
Faculty Member

Agency Administrator

College Dean

College President

Chairman, Board of Trustees
Illinois Eastern Community College Dist.#529

5/13/2014

Agenda Item #9

Bid Committee Report

A. TRIO Upward Bound Cultural & Educational Trip 2017

BID COMMITTEE REPORT

March 21, 2017

TRIO Upward Bound

1. TRIO Upward Bound Cultural & Educational Trip 2017

TO: Board of Trustees

FROM: Bid Committee

DATE: March 21, 2017

RE: Cultural & Education Trip 2017 for TRIO Upward Bound

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality and serviceability.

The Bid Committee recommends acceptance of the low base bid received that meets all specifications from Gerber Tours for a total of \$63,090.

TRIO Upward Bound Cultural & Educational Trip 2017	
Company	Total Bid
Adventure Student Travel Kirksville, MO	\$98,500
Big Country Tours Hudson, FL	\$67,430
Brightspark Chicago, IL	\$64,000
Gerber Tours, Inc. Woodbury, NY	\$63,090

Respectfully submitted,

Roger Browning
Terry L. Bruce
Renee Smith

Department: TRIO Upward Bound

Source of Funds: The TRIO Upward Bound programs are 100% funded through two grants by the U.S. Department of Education for \$270,375 and \$313,207 with 0% of the cost for the programs financed by non-governmental sources. Bid award is subject to approval by Illinois Eastern Community Colleges.

Rationale for Purchase: The proposal from Gerber Tours meets the specifications required in the bid at the most cost effective price based on the four (4) bids received.

The "Advertisement for Bids" was placed in the Mt. Carmel Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

Specifications for: TRIO Upward Bound Cultural & Educational Trip 2017

**Illinois Eastern Community College District #529
and TRIO Upward Bound
Award #P047A120054 & #P047A120059**

Please bid one “all-inclusive” price for entire trip, which would include all amenities, activities, transportation, etc., for items listed in these specifications.

Trip to: Cincinnati, Ohio.

Depart from: Olney Central College, 305 N. West Street, Olney, IL 62450 – Wednesday, July 5, 2017.

Return to: Olney Central College, 305 N. West Street, Olney, IL 62450 – Saturday, July 8, 2017.

Accommodations: Up to 100 students (quad occupancy) with two (2) double beds (students). Up to 10 Staff (double occupancy) with two (2) double beds (staff). (All rooms are to be located together as hotel allows).

Activities/attractions must have:

- Newport Aquarium
- Kings Island
- Cincinnati Zoo & Botanical Garden
- Cincinnati Museum Center or Duke Energy Children’s Museum
- The Dinner Detective – Murder Mystery Dinner Show
- Trip must include dinner on the way to and from as well as other cultural and educational events

College visits: Required to have at least two (2) university tours such as University of Cincinnati and Xavier University, etc.

Transportation: Charter buses for up to 110 passengers, TV/DVD on each motor coach, Wi-Fi included.

Lodging: Three (3) night’s stay in and around Cincinnati, OH. (Hotel must have breakfast available & no outside door access from guest rooms).

Meals all included in price: Meal allowance no less than \$15.00 per person/per meal. At least two (2) group meals.

Security: Security guards on each floor where student rooms are located with 24-hour emergency service.

Tour guides: Two (2) professional tour guide directors (one per bus).

Additional services:

- Planning and booking of activities
- Backpacks for participants
- Emergency tags/lanyards with 24-hour service contact information
- Health & accident insurance is required (per participant)
- Liability insurance is required
- Trip resource manual
- Trip delay protection
- \$1 million trip protection plan
- Bus drivers' and tour guides' rooms plus daily per diem and incidentals should be included in the bid price
- All taxes and gratuities should be included in the bid price

THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

Please submit one "all-inclusive" price for all amenities/activities in the proceeding specifications.

Bid Form (Award #P047A120054 & #P047A120059)

TOTAL BID \$ _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

The TRIO Upward Bound programs are 100% funded through two grants by the U.S. Department of Education for \$270,375 and \$313,207 with 0% of the cost for the programs financed by non-governmental sources. Bid award is subject to approval by Illinois Eastern Community Colleges.

NOTE: PLEASE SUBMIT BID IN DUPLICATE.

Agenda Item #10

District Finance

- A. Financial Report**
- B. Approval of Financial Obligations**

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
February 28, 2017**

FUND	BALANCE
Educational	\$3,819,063.62
Operations & Maintenance	\$774,731.50
Operations & Maintenance (Restricted)	\$159,498.04
Bond & Interest	\$682,518.43
Auxiliary	\$595,243.50
Restricted Purposes	\$52,868.14
Working Cash	\$208,894.15
Trust & Agency	\$555,672.47
Audit	(\$1,789.10)
Liability, Protection & Settlement	\$690,069.78
TOTAL ALL FUNDS	\$7,536,770.53

Respectfully submitted,

Roger Browning, Treasurer

ILLINOIS EASTERN COMMUNITY COLLEGES
Combined Balance Sheet - All Funds
February 28, 2017

	ALL FUNDS
	Fiscal
	Year
	2017
ASSETS:	
CASH	7,536,771
IMPREST FUND	21,400
CHECK CLEARING	12,500
INVESTMENTS	15,590,000
RECEIVABLES	2,341,855
ACCRUED REVENUE	-
INTERFUND RECEIVABLES	-
INVENTORY	509,653
OTHER ASSETS	457,507
TOTAL ASSETS AND OTHER DEBITS:	26,469,686
LIABILITIES:	
PAYROLL DEDUCTIONS PAYABLE	216,250
ACCOUNTS PAYABLE	104,727
ACCRUED EXPENSES	-
INTERFUND PAYABLES	-
DEFERRED REVENUE	55,000
OTHER LIABILITIES	-
TOTAL LIABILITIES:	375,977
EQUITY AND OTHER CREDITS:	
INVESTMENT IN PLANT	2,672,729
PR YR BDGTED CHANGE TO FUND BALANCE	484,039
FUND BALANCES:	
FUND BALANCE	17,736,069
RESERVE FOR ENCUMBRANCES	5,200,872
TOTAL EQUITY AND OTHER CREDITS	26,093,709
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	26,469,686

ILLINOIS EASTERN COMMUNITY COLLEGES
 Combined Statement of Revenues, Expenses,
 and Changes in Net Assets
 AS OF February 28, 2017

ALL FUNDS

FY 2017
 YEAR-TO-DATE

REVENUES:

LOCAL GOVT SOURCES	6,674,349
STATE GOVT SOURCES	5,021,372
STUDENT TUITION & FEES	13,076,657
SALES & SERVICE FEES	2,729,150
FACILITIES REVENUE	7,374
INVESTMENT REVENUE	111,741
OTHER REVENUES	114,800
TOTAL REVENUES:	27,735,443

EXPENDITURES:

INSTRUCTION	6,764,355
ACADEMIC SUPPORT	314,431
STUDENT SERVICES	1,001,111
PUBLIC SERV/CONT ED	4,235
OPER & MAINT PLANT	1,939,506
INSTITUTIONAL SUPPORT	6,372,413
SCH/STUDENT GRNT/WAIVERS	5,889,862
AUXILIARY SERVICES	3,710,607
TOTAL EXPENDITURES:	25,996,520

TRANSFERS AMONG FUNDS:

INTERFUND TRANSFERS	0
TOTAL TRANSFERS AMONG FUNDS:	0

NET INCREASE/DECREASE IN NET ASSETS	1,738,923
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Illinois Eastern Community Colleges
Operating Fund Analysis
CASH BASIS

July 1, 2016 -- February 28, 2017

	Education Fund	O & M Fund	Total Operating Funds
REVENUES:			
Local Government Sources	2,674,581	1,138,449	3,813,030
State Government Sources - Current Year	5,021,372	-	5,021,372
State Government Sources - Prior Year	-	-	-
Net Tuition and Fees	3,918,534	962,645	4,881,179
Sales & Service Fees	28,671	-	28,671
Facilities Revenue	-	6,478	6,478
Investment Revenue	60,307	12,608	72,915
Other Revenues	76,188	185	76,373
TOTAL REVENUES:	11,779,653	2,120,365	13,900,018
 EXPENDITURES:			
Salaries	8,682,184	561,160	9,243,344
Employee Benefits	1,566,222	141,113	1,707,335
Contractual Services	370,644	215,692	586,336
Materials	584,814	151,023	735,837
Travel & Staff Development	94,070	1,975	96,045
Fixed Charges	98,574	13,293	111,867
Utilities	44,651	785,912	830,563
Capital Outlay	48,037	5,651	53,688
Other	92,244	-	92,244
TOTAL EXPENDITURES:	11,581,440	1,875,819	13,457,259
 TRANSFERS :			
Interfund Transfers	(1,317,348)	-	(1,317,348)
TOTAL TRANSFERS:	(1,317,348)	-	(1,317,348)
 NET INCREASE / (DECREASE)	 (1,119,135)	 244,546	 (874,589)

**OPERATING FUNDS
COMPARISON REPORT FY15-17**

College	Category	FISCAL YEAR 2015			FISCAL YEAR 2016			FISCAL YEAR 2017			
		Anticipated Budget	Spent Thru February	% of Bdgt	Anticipated Budget	Spent Thru February	% of Bdgt	Anticipated Budget	Spent Thru February	% of Bdgt	% of Year
Frontier	Bills		\$ 1,205,807			\$ 1,187,146			\$ 1,265,261		
	Payroll		1,353,843			1,432,147			1,337,177		
	Totals	\$ 4,283,530	2,559,650	60%	\$ 4,230,407	2,619,293	62%	\$ 3,989,274	2,602,438	65%	67%
Lincoln Trail	Bills		1,467,512			1,357,769			1,396,911		
	Payroll		1,468,197			1,456,758			1,332,196		
	Totals	\$ 4,540,934	2,935,709	65%	\$ 4,505,520	2,814,527	62%	\$ 4,298,705	2,729,107	63%	67%
Olney Central	Bills		1,822,499			1,723,478			1,581,908		
	Payroll		2,973,445			2,906,892			2,675,638		
	Totals	\$ 7,866,901	4,795,944	61%	\$ 7,696,886	4,630,370	60%	\$ 7,158,163	4,257,546	59%	67%
Wabash Valley	Bills		2,110,886			2,209,570			2,229,538		
	Payroll		1,959,820			2,004,610			1,925,621		
	Totals	\$ 6,111,313	4,070,706	67%	\$ 6,176,922	4,214,180	68%	\$ 6,124,837	4,155,159	68%	67%
Workforce Educ.	Bills		2,403,764			2,546,057			2,349,274		
	Payroll		910,257			859,934			750,911		
	Totals	\$ 5,577,344	3,314,021	59%	\$ 5,467,706	3,405,991	62%	\$ 4,956,047	3,100,185	63%	67%
District Office	Bills		218,020			220,101			203,958		
	Payroll		665,595			691,059			690,066		
	Totals	\$ 1,318,178	883,615	67%	\$ 1,351,446	911,160	67%	\$ 1,349,414	894,024	66%	67%
District Wide	Bills		1,272,646			1,190,941			1,076,927		
	Payroll		564,795			681,082			531,735		
	Totals	\$ 2,791,650	1,837,441	66%	\$ 2,771,726	1,872,023	68%	\$ 2,489,438	1,608,662	65%	67%
GRAND TOTALS		\$32,489,850	\$ 20,397,086	63%	\$32,200,613	\$ 20,467,544	64%	\$30,365,878	\$19,347,121	64%	67%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Expense Report
February 28, 2017

	<u>FY 2017</u>		<u>FY 2016</u>		<u>Increase (Decrease)</u>
	Amount	% of Total	Amount	% of Total	
Salaries	9,243,344	47.78%	10,032,482	49.02%	(789,138)
Employee Benefits	1,707,335	8.82%	1,717,780	8.39%	(10,445)
Contractual Services	586,336	3.03%	570,638	2.79%	15,698
Materials	735,837	3.80%	820,840	4.01%	(85,003)
Travel & Staff Development	96,045	0.50%	132,525	0.65%	(36,480)
Fixed Charges	111,867	0.58%	144,269	0.70%	(32,402)
Utilities	830,563	4.29%	736,532	3.60%	94,031
Capital Outlay	53,688	0.28%	149,981	0.73%	(96,293)
Other	5,982,106	30.92%	6,162,497	30.11%	(180,391)
	<u>19,347,121</u>	<u>100.00%</u>	<u>20,467,544</u>	<u>100.00%</u>	<u>(1,120,423)</u>

Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive Session Minutes

- A. Written Executive Session Minutes**
- B. Audio Executive Session Minutes**

Agenda Item #14

Approval of Personnel Report

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Other Items

Agenda Item #18

Adjournment

**Locally Funded, CDB, & PHS Projects
Projects Schedule**

	Funding Source	Estimated Budget								
Student Center - WVC	CDB	\$4,029,400	██████████							
Temp Building Replacement - LTC	CDB	\$1,495,500	██████████							
Center for Technology - LTC	CDB	\$7,569,800	██████████							
GRAND TOTAL		\$13,094,700	Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted

2/28/2017