

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

October 19, 2021



Location:

**Lincoln Trail College
11220 State Highway
Robinson, IL 62454**

Join Zoom Meeting

<https://zoom.us/j/94469772877>

Meeting ID: 944 6977 2877

Dial in number: 312 626 6799

Dinner & Meeting – 6:15 p.m. – LOCATION

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**

**October 19, 2021
6:15 p.m.
Lincoln Trail College
Lincoln Room**

Join Zoom Meeting
<https://zoom.us/j/94469772877>
Meeting ID: 944 6977 2877
Dial in number: 312 626 6799

1. Call to Order & Roll CallChairman Carter
2. Disposition of Minutes Chancellor Gower
3. Recognition of Visitors and GuestsPresident Atallah
 - A. Visitors and Guests
 - B. IECEA Representative
4. Public Comment
5. Reports
 - A. Trustees
 - B. Chancellor
 - C. Presidents
 - D. Cabinet
6. Policy First Reading (and Possible Approval)Gower
 - A. Policy 100.36 Sex Offender Registration
 - B. Policy 500.8 Student Conduct
 - C. Policy 100.15 Tobacco/Smoke Free Campus
 - D. Policy 500.20 Academic Standing
7. Policy Second ReadingGower
 - A. None
8. Staff Recommendations for Approval
 - A. Memorandum of Understanding WVC Small World/WADI.....Gower

- B. 403(b) Plan Amendment 2021Gower
- C. Resolution Establishing Tax Levy HearingGower
- D. 2021 Estimated Tax Levy ResolutionGower
- E. Resolution Authorizing Approval of 2020 Newton Station SettlementGower

- F. Affiliation AgreementsGower
 - IECC Standard Agreement- Burge House/ Harsha Behavioral Center/ Helia Healthcare/ Jasper Co. Health Department/ ProRehab/ Providence Medical Group/ Richland Co. Health Department/ Richland Nursing & Rehab/ Rachel A. Winters, M.D.
 - Non-Standard Affiliation Agreements- Lawrence Co. Memorial Hospital/ Encompass Health Deaconess Rehabilitation Hospital/ Select Rehab/ St. Anthony’s Memorial Hospital/ Union Hospital

- 9. Bid Committee Report.....Gower
 - A. WVC Former Pool Remodeling Project
 - B. (2) Nursing Simulator Manikins for WVC’s Physical Therapy Assistant Program

- 10. District Finance
 - A. Financial Report Hawkins
 - B. Approval of Financial Obligations Hawkins

- 11. Executive Session.....Gower

- 12. Approval of Executive Session Minutes
 - A. Written Executive Session Minutes.....Gower
 - B. Audio Executive Session MinutesGower

- 13. Approval of Personnel ReportGower

- 14. Collective Bargaining.....Gower

- 15. LitigationGower

- 16. Other Items

- 17. 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 Bob Boyles Hall, at Frontier Community College, 2 Frontier Drive, Fairfield, Illinois, Tuesday, September 21, 2021.

AGENDA #1 – “Call to Order & Roll Call” – Chairman Gary Carter called the meeting to order at 7:00 p.m. and directed the Secretary 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 (via Zoom), Gary Carter, Brenda K. Culver, Alan Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Absent was Sania Borum, student trustee. 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: Trustee John D. Brooks joined the entire meeting by electronic means – Zoom.

(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:

Ryan Gower, Chancellor.

Jay Edgren, President of Frontier Community College.

Zahi Atallah, President of Lincoln Trail College.

Rodney Ranes, President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Alex Cline, Director of Information & Communications Technology.

Ryan Hawkins, Chief Financial Officer/Treasurer.

Andrea McDowell, Director of Human Resources.

Renee Smith, Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes as prepared for the regular meeting held Tuesday, August 17, 2021 were presented for disposition.

Board Action to Approve Minutes: Trustee Brenda Culver made a motion to approve minutes of the August 17, 2021 meeting as prepared. Trustee Barbara Shimer 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 & guests present were recognized, including college staff members.

#3-B. IECEA Representative: IECC faculty members Andrew King and Chelsea Gemeinhardt were in attendance.

AGENDA #4 – “Public Comment” – None

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: Trustee Barbara Shimer noted that former Student Trustee Drew Halter recently passed the bar exam.

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

#5-C. Report from Cabinet: None.

#5-D. Report from Chancellor: Ryan Gower reviewed the update of current issues facing the District that he previously provided by email to the Trustees.

AGENDA #6 – “Policy First Readings (and Possible Approval)” – None

AGENDA #7 – “Policy Second Readings” – None.

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

#8-A. Health and Dental Insurance - Calendar Year 2022: Ryan Hawkins reviewed information on employee health and dental insurance coverage. The current IECC Marketplace makes available four different health insurance options including a \$250 deductible plan, a \$1,500 deductible plan, a \$2,650 deductible plan, and a \$6,000 deductible plan.

The District will contribute \$854.18 per month for health benefits and \$30.96 per month for dental benefits. The calendar year 2022 premiums represent an increase of 9.5% for health insurance and a flat renewal rate for dental insurance.

In addition to health and dental insurance, employees will continue to have the option to purchase identity theft protection services, vision, critical illness, accident, hospital indemnity, term life, and long term disability insurance at their own expense.

By choosing one of the Qualified High Deductible Plans (\$1,500, \$2,650, or \$6,000 deductible) the employee will qualify for a Health Savings Account (HSA). The District will continue to offer the Medical Reimbursement Plan (MRP) for eligible employees that waive coverage through the group health plan. The

Chancellor recommended approval of the plans and premiums as negotiated with Blue Cross Blue Shield to be offered under the IECC Marketplace.

Board Action: Trustee Al Henager made a motion to approve the Health and Dental Insurance plans as recommended for Calendar Year 2022. 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, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. 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. Health Savings Accounts, Calendar Year 2022: CFO Ryan Hawkins informed the Board that since February of 2010 the Board has approved the offering of a Qualified High Deductible Health Plan. The Board also implemented a plan allowing Health Savings Accounts (HSA) that enabled qualified employees to set aside money in pre-tax dollars. The Chancellor recommended that the Board make a \$1,000 contribution for Calendar Year 2022 to each qualified employee's HSA. A qualified employee being all bargaining unit faculty employees and all non-bargaining unit employees working at least 40 hours of service per week as defined in Business Procedure 300.1 for Employee Benefits.

Board Action: Trustee Barbara Shimer made a motion to approve a \$1,000 contribution for Calendar Year 2022 to each qualified employee's Health Savings Account. Trustee Brenda CulverJan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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. 2021 Annual Security Report: The IECC 2021 Annual Security Report contains crime information including relevant policy statements, training and educational programming relating to campus safety and security, crime prevention, alcohol and drug use, and sexual misconduct. The Chancellor recommended acceptance of the Annual Security Report for 2021.

Board Action: Trustee Brenda Culver made a motion to accept the 2021 Annual Security Report as send to trustees electronically. Trustee Brady Waldrop seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. 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. Revised Board Meeting Schedule: Chancellor Gower recommended the following revised listing of board of trustee meeting dates and locations for calendar year 2021:

Board Meeting Dates

2021

Tuesday, January 19, 2021, 7 p.m., Frontier Community College
Tuesday, February 16, 2021, 7 p.m., Lincoln Trail College
Tuesday, March 16, 2021, 7 p.m., Olney Central College
Tuesday, April 27, 2021, 7 p.m., Wabash Valley College
Tuesday, May 18, 2021, 7 p.m., Frontier Community College
Tuesday, June 15, 2021, 7 p.m., Lincoln Trail College
Tuesday, July 20, 2021, 7 p.m., Olney Central College
Tuesday, August 17, 2021, 7 p.m., Wabash Valley College
Tuesday, September 21, 2021, 7 p.m., Frontier Community College
Tuesday, October 19, 2021, 6:15 p.m., Lincoln Trail College
Tuesday, November 16, 2021, 6:15 p.m., Olney Central College
Tuesday, December 14, 2021, 6:15 p.m., Wabash Valley College

Board Action: Trustee Brenda Culver made a motion to adopt the listing of revised board meeting dates and locations for calendar year 2021 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, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. 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. Affiliation Agreements: The Chancellor recommended approval of affiliation agreements as listed in full in the Board Agenda. Affiliation agreements presented for approval were between IECC and Deaconess Gibson Hospital, Edwards County Ambulance, Oakview Nursing and Rehabilitation, RWR Medical Arts, and Wayne County Ambulance.

Board Action: Trustee Brady Waldrop made a motion to approve the five affiliation agreements as presented. 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, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. 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" – Chancellor Ryan Gower reviewed the following Bid Committee report and recommended it be approved as presented.

TO: Board of Trustees
FROM: Bid Committee
DATE: September 21, 2021
RE: Design and Construction of New Exterior Electronic Sign

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

The Bid Committee recommends acceptance of the bid received from T. Ham Signs for a total of \$55,919.31.

Company	Total Bid
Martin Branding Group Oak Park, IL	\$101,200
T. Ham Signs Mt. Vernon, IL	\$55,919.31

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Renee Smith

Purchase is for Olney Central College.

Source of Funds: 028-55100-8700-806.

Rationale for Purchase: The proposal from T. Ham Signs was the lowest responsible bidder in conformity with the bid specifications.

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

Specifications for OCC Design and Construction of New Exterior Electronic Sign

Illinois Eastern Community Colleges (Olney Central College) is seeking bids for Design and Construction of New Exterior Electronic Sign to be installed on the west side of 305 N. West Street (Rt. 130) near the entrance to the College. The design of the structure should include: college seal, college name, digital display, and a base panel. An artist rendering with dimensions and material specifications to be included in the base bid is provided. Adherence to material selections and dimensions should be followed in providing a base bid. Alternate bids will be considered for substitute products or dimensions. However, alternates should clearly communicate basis for providing an alternate to allow full consideration by the Board of Trustees.

All bids should include work for demolition of existing sign. Electricity is provided at site but may require relocation for placement of the newly constructed sign. To schedule a site visit, contact Ryan Hawkins at 618.393.2982 or by email at hawkinsr@iecc.edu.

Product and material warranty should be a minimum of five (5) years.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO OLNEY CENTRAL COLLEGE, 305 N. WEST STREET, OLNEY, IL 62450. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

TOTAL BID \$ _____

APPROX. DELIVERY DATE _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

Certified Vendor in accordance with the Business Enterprise Program for Minorities, Females, and Persons with Disabilities Act: Yes No If yes, you must attach a copy of the current letter of certification.

Board Action: Trustee Al Henager made a motion to approve the Bid Committee Report recommendations 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, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. 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 #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 August 31, 2021.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for September 2021, totaling \$2,124,549.19, 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 September 2021, in the amounts listed, and payments from the revolving fund for August 2021. Trustee Barbara Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Gary Carter, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 – “Executive Session” – The Board of Trustees did not hold an executive session at this meeting.

AGENDA #12 - “Approval of Executive Session Minutes” - The following actions were taken relative to executive session minutes.

#12-A. Written Executive Session Minutes: The Board of Trustees did not hold an executive meeting at the August 17, 2021 meeting.

#12-B. Audio Recording of Executive Session: The Board of Trustees did not hold an executive meeting at the August 17, 2021 meeting.

AGENDA #13 – “Approval of Personnel Report” – The Chancellor recommended approval of the following Personnel Report as presented by Human Resource Director Andrea McDowell.

400.1. Employment of Personnel

A. Faculty

1. Michael Patilla, Vocal/Instrumental Music Instructor, LTC, effective August 16, 2021.

B. Professional Non-Faculty, Exempt

1. Pamela Schell, Program Director, Adult Education, FCC, effective September 27, 2021.

C. Professional Non-Faculty, Non-Exempt

1. Micah Drummond, Covid Care Coordinator, DO, effective August 31, 2021.
2. Emma Rudolphi, Director of Cozy Corner, OCC, effective September 27, 2021.
3. Michele Anderson, Coordinator, Human Resources, DO, effective October 4, 2021.

D. Classified

1. Chelsea Dulany, Office Assistant, FCC, effective September 27, 2021.
2. Christy Morley, TRIO Upward Bound Counselor, DO/WVC, effective September 27, 2021.
3. Lucas Harms, Custodian, WVC, effective October 4, 2021.

400.2. Change in Status

A. Professional, Non-Faculty, Exempt

1. Brady Martin, TRIO Upward Bound Counselor, DO, to TRIO Upward Bound Coordinator, effective September 27, 2021.

400.3. Change in Title and Wage Adjustment

A. Classified

1. John Watson, Custodian, LTC, to Lead Custodian, LTC, effective September 22, 2021.

400.4. Approval to Hire Site Facilitators Prior to October Board Meeting

400.5. Approval to Hire Project Director, Title III, OCC, Prior to October Board Meeting

400.6. Termination of Employment

A. Classified

1. Allyson Wagaman, Student Services Specialist, LTC, effective August 26, 2021.

400.7. Resignation Ratifications

A. Professional Non-Faculty, Exempt

1. Stephanie Nuttall, Program Director, Title III (GR), OCC, effective September 21, 2021.

B. Professional Non-Faculty, Non-Exempt

1. Beverly Mathews, Director of Cozy Corner, OCC, effective August 28, 2021.

C. Classified

1. Beth Graham, Custodian, WVC, effective August 26, 2021.
2. Shawn Poindexter, Information Systems Technician, LTC, effective September 25, 2021.
3. Rhonda Webster, Custodian, LTC, effective September 18, 2021.

Board Action to Approve Personnel Report: Trustee Brenda Culver made a motion to approve the foregoing Personnel Report 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, Brenda Culver, Al Henager, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. 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 #14 – “Collective Bargaining” – None.

AGENDA #15 – “Litigation” – Chancellor Gower provided an update on litigation.

AGENDA #16 – “Other Items” – None.

AGENDA #17 – “Adjournment” - Trustee Jan Ridgely made a motion to adjourn. Trustee Brady Waldrop seconded the motion. The Chair asked the 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 adjourned at 7:50 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
Trustees
Chancellor
Presidents
Cabinet**

Agenda Item #6

Policy First Reading (and Possible Approval)

- A. Policy 100.36 Sex Offender Registration**
- B. Policy 500.8 Student Conduct**
- C. Policy 100.15 Tobacco/Smoke Free Campus**
- D. Policy 500.20 Academic Standing**

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: Sex Offender Registration Policy (100.36)

IECC is dedicated to ensuring the safety of its students and employees in compliance with federal law, the Campus Sex Crimes Prevention Act, and state law, the Illinois Sex Offender Registration Act, 730 ILCS 150/3, which require-sex offenders or sexual predators to register, within three days, at the College or University in which they attend or are employed. Policy 100.36 was adopted in 2017 to ensure compliance and establish procedures for proper implementation.

Proposed revisions are a result of a review of this policy initiated due to changes in IECC's organizational structure (reference to Assistant Dean of Student Services). The policy has also been broadened to include a necessary requirement, under The Campus Sex Crimes Prevention Act, to provide the college community with information pertaining to registered sex offenders. (IECC has been providing this information via the iecc.edu website for some time, but a statement of policy is also advisable.)

These proposed policy changes have been reviewed by Cabinet and I would ask the Board to waive the second reading and approve Policy 100.36 as presented.

Attachment

Sex Offender Registration (100.36)

Date Adopted: August 15, 2017

Revised: October 19, 2021 (Pending Board Approval)

IECC is dedicated to ensuring the safety of its students and employees in compliance with federal law, the Campus Sex Crimes Prevention Act, and state law, ~~the Illinois Sex Offender Registration Act, 730 ILCS 150/3, which requires students and employees~~ sex offenders or sexual predators to register, within three days, at the College or University in which they attend or are employed. The purpose of this Policy ~~and corresponding procedure~~ is to ~~outline document~~ IECC's registration requirements for students or employees who are convicted sex offenders or sexual predators, and who are required to register as such, pursuant to ~~these Illinois Sex Offender Registration Acts~~. Due to the presence of minors, IECC has the right to limit access by sex offenders to courses, programs, and areas on campus.

~~Within three days of enrollment, admittance, or employment at IECC, or upon the conviction of a sexual offense that requires registration pursuant to the Illinois Sex Offender Registration Act, any student or employee that is required to register as a sex offender pursuant to the Illinois Sex Offender Registration must register with the Assistant Dean of Student Services at the College of attendance or the IECC Human Resources Department at the District Office (if an employee).~~

IECC requires convicted students to register as a sex offender/predator in Student Services upon enrollment/admittance to college. Students who neglect to self-identify by the third day of beginning school (or within 3 days of a sexual offense conviction that requires registration) may be subject to immediate expulsion. ~~Any student or~~ Employees who fails to register with Human Resources ~~the appropriate District official~~ within three days of ~~enrollment, admittance,~~ employment, or conviction, as required by the Acts, will be subject to ~~immediate expulsion from the College or~~ dismissal from employment ~~with the District~~.

The Campus Sex Crimes Prevention Act also requires institutions of higher education to issue a statement advising the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders. IECC complies by providing a link to this information in the academic catalog and on the iecc.edu website.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: Student Conduct Policy (500.8)

IECC is dedicated to providing an environment that is free from discrimination, harassment, retaliation, and harmful behavior that hinders students, employees, or community members from pursuing IECC education or services. Changes to this policy include the addition of text referring to student expectations and sanctions that are now included in the Student Code of Conduct.

These proposed policy changes have been reviewed by Cabinet and I would ask the Board to waive the second reading and approve Policy 500.8 as presented.

Attachment

STUDENT - 500

~~Policy on Student Conduct Policy~~ (500.8)

Date Adopted: December 19, 1989

Revised: February 21, 2006

Revised: October 19, 2021 (Pending Board Approval)

~~Regulations shall be adopted for student conduct, based on the Board's belief that students are considered to have reached an age of responsible citizenship and are expected to conduct themselves in a responsible manner both on and off campus.~~ Illinois Eastern Community Colleges is committed to the personal growth, integrity, freedom of civility, respect, compassion, health, and safety of its students, employees, and community. To accomplish this commitment, IECC is dedicated to providing an environment that is free from discrimination, harassment, retaliation, and harmful behavior that hinders students, employees, or community members from pursuing IECC education or services. IECC has established the Student Code of Conduct (SCC) to communicate its expectations of students and to ensure a fair process for determining responsibility and appropriate sanctions when a student's behavior deviates from those expectations. IECC sanctions are independent of other sanctions that may be imposed by other agencies as a result of civil or criminal prosecution.

Students, through the act of registration at ~~one of the~~ Illinois Eastern Community Colleges, obligate themselves to obey all rules and regulations ~~which the institution formulates and publishes~~ in the college catalog, ~~program or the~~ and student handbooks, and/or on the website.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: Tobacco-free/Smoke-free Campus Policy (100.15)

The Board of Trustees of Illinois Eastern Community Colleges recognizes the importance of providing a healthy environment for students, staff, and the general public in compliance with the Illinois Smoke Free Campus Act (Public Act 98-0985). Minor changes were made to this policy to reference the Student Code of Conduct for sanctions pertaining to violations.

These proposed policy changes have been reviewed by Cabinet and I would ask the Board to waive the second reading and approve Policy 100.15 as presented.

Attachment

Tobacco-free/Smoke-free Campus Policy (100.15)

Date Adopted: December 17, 1996

Revised: October 15, 2013

Revised: September 16, 2014

Revised: June 16, 2015

Revised: July 17, 2018

Revised: October 19, 2021 (Pending Board Approval)

The Board of Trustees of Illinois Eastern Community Colleges recognizes the importance of providing a healthy environment for students, staff, and the general public in compliance with the Illinois Smoke Free Campus Act (Public Act 98-0985). In addition to smoking, the District further extends the prohibition to include tobacco products and the littering of tobacco product remains or any other related tobacco waste product on District property.

As of July 1, 2015, smoking and the use of tobacco products is prohibited on all IECC property, both indoors and outdoors, with the only exception being persons in non-District owned or leased vehicles.

This policy applies to any individual on IECC property, including but not limited to students, faculty, staff, contractors, subcontractors, volunteers, members of the public, business invitees, and visitors to the college. This policy is applicable twenty-four (24) hours a day, seven (7) days a week and will be communicated to all through conspicuous signage. Maps depicting the locations where smoking and tobacco use are prohibited will be posted on the IECC website. **Students in violation of this policy shall be subject to the sanctions described in the Student Code of Conduct; all others ~~Persons who purposely violate this policy~~ shall be subject to appropriate disciplinary action.**

Definitions

“Smoking” means (1) lighting or burning any type of matter or substance that contains tobacco, including but not limited to cigarettes, cigars, cigarillos, pipes, beedies, kreteks, water pipes, bong, and hookahs; (2) lighting or burning of non-tobacco plants or marijuana (including medical marijuana); and (3) using electronic cigarettes, electronic vaporizing devices, personal vaporizers, or electronic nicotine delivery systems, or any electronic inhaler that is meant to simulate and substitute for tobacco smoking.

“Tobacco Products” means all forms of tobacco, including but not limited to cigarettes, cigars, cigarillos, smokeless tobacco, snuff, chewing tobacco, or any other similar tobacco product.

“IECC Property” means any property owned, leased, occupied, operated or otherwise controlled by Illinois Eastern Community Colleges, including but not limited to vehicles, academic and auxiliary buildings, entrances to buildings, classrooms, laboratories, residence halls, elevators, stairwells, restrooms, roofs, meeting rooms, hallways, lobbies, conference facilities, athletic complexes, exterior open spaces, lots, driveways, loading docks, sidewalks, and walkways, and as further set forth on the Tobacco-Free Campus Map for each college.

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: Academic Standing Policy 500.20

In support of IECC's commitment to the academic success of its students, academic standards have long been established and addressed in Policy 500.20.

As a result of feedback from the advisors during the 2021-2022 academic catalog review, scrutiny of this policy resulted in an opportunity for improvements and better clarification of the entire process. Consequently, much of the information in the policy has been relocated to a new supporting procedure which was approved by Cabinet at the October meeting.

These proposed policy changes have also been reviewed by Cabinet and I would ask the Board to waive the second reading and approve Policy 500.20 as presented.

Attachment

Academic Requirements Standing Policy (500.20)

Date Adopted: October 20, 1998

Revised: December 13, 2005

Revised: March 15, 2016

Revised: XXXXXXX, 2021 (Pending Board Approval)

Illinois Eastern Community Colleges is committed to the academic success of its students. Academic standards have been established and measures taken to ensure satisfactory progress is being made by students toward their chosen program of study and/or declared objectives. A student's academic progress is reflected in his/her academic standing, which is determined at the close of each grading period. Procedures describe IECC's academic standing classifications and the basis for the classifications.

~~Any student whose cumulative grade point average falls below a C (2.0), after earning 12 credit hours, will be placed on academic probation. [Moved to procedure.]~~

~~A student on academic probation must earn at least a C (2.0) average in the term immediately following placement on academic probation, or the student will be dropped from the degree program. A student then must maintain a C (2.0) average in the term following such dismissal from the degree program to remain in the college. [Moved to procedure.]~~

~~A student who is placed on academic probation and who earns a C average in the term(s) following placement on academic probation will remain on academic probation until such time as the student's cumulative grade point average returns to C (2.0). [Moved to procedure.]~~

~~Notice of academic deficiency will appear on the student's transcript by semester. Each college and/or academic program will establish procedures to give timely warning of deficiency and its consequences to students. Deficiency warnings will be sent to all students to inform them that they are on academic probation.~~

[Moved to procedure.]

~~When the student achieves a cumulative GPA of C (2.0), then he or she will have returned to academic good standing. [Moved to procedure.]~~

~~Students who are participating in Illinois Eastern Community Colleges International Student Program may not enroll in on-line courses without permission from the Program Director of International Students, in recognition of the significant learning experience which occurs through cultural immersion in a classroom environment.~~

Agenda Item #7

Policy Second Reading

Agenda Item #8

Staff Recommendations for Approval

Agenda Item #8A

Memorandum of Understanding WVC Small World/WADI

MEMORANDUM

TO: Board of Trustees
FROM: Dr. Ryan Gower
DATE: October 19, 2021
RE: Memorandum of Understanding with Wabash Area Development Head Start

The Wabash Area Development Corporation operates the Head Start/Early Head Start Program and wishes to implement a Memorandum of Understanding (MOU) with the District/Wabash Valley College operated Small World dealing with Pre-Kindergarten children.

Under the agreement, each party will work collaboratively to screen and select Pre-Kindergarten children and refer children to each other's programs and obtain parental consent when required.

The MOU deals with special education requirements, providing early intervention, and smooth transition into the school system. The parties agree to one on one training for Head Start staff and Head Start teachers dealing with special needs children. A major portion of the agreement deals with a Kindergarten transition agreement and allows for anticipation, orientation, and information sharing with the families leaving Head Start and going into Kindergarten.

I ask the Board's approval of this Memorandum of Understanding between the Wabash Area Development and IECC/Wabash Valley College/Small World.

RG/sc

Attachment

MEMORANDUM OF UNDERSTANDING

AND

LINKAGE AGREEMENT

BETWEEN

**WABASH AREA DEVELOPMENT INC. HEAD START/EARLY HEAD START
PROGRAM**

And

SMALL WORLD – WABASH VALLEY COLLEGE

PRE-K AGREEMENT

**This is a collaborative agreement which describes the intentions for the above two entities to work in partnership to support early childhood care and education of the families with preschool age children in the community.*

In order to support comprehensive services and support for these families both parties agree to:

1. Establish and maintain open lines of communication with each other.
2. After children have been screened, meet with Head Start for the selection process for appropriate placement.
3. If families selected for the school Pre-K program are already enrolled in Head Start, it will be explained to families that they need to remain in Head Start as both programs are collaborating with this Preschool for All/Pre-K program. Head Start can provide many services that Pre-K cannot (health, dental, vision, etc). The school can provide center-based services that Head Start does not.
4. Routinely refer children to each others program and share waiting lists with each other.
5. When applicable with parent consent, each partner will release development screening results, health screenings, medical information, etc. in order for families to receive services in each program.

SPECIAL EDUCATION AGREEMENT

*The following agreement is for the purpose of promoting cooperation in serving families with children who may be in need of special education. **It is not a legally binding contract.***

Head Start agrees to:

1. a. Screen all children enrolled for potential problems in the areas of physical and dental health within 90 days of enrollment.

b. Screen all children enrolled for potential problems in speech, vision, hearing and development within 45 days of enrollment.

c. Complete other assessments through observation and discussion with parents.

d. Obtain a child development history on each child.
2. All children failing any section of the developmental rescreen will be referred to the school district, with parent permission, for further evaluation. We will complete referral paperwork and include results from our screenings. We will assist parents with transportation to the school for evaluations and meetings. We will assist the school in contacting parents and relaying messages.
3. We wish to participate in all conferences including the IEP and Annual Review. Head Start staff that may attend will be the teacher/home visitor, health staff, or site supervisor depending on conditions and availability of staff.
4. Head Start will dual enroll children with the school district as deemed appropriate in the IEP. We will attempt to accommodate placement in our classroom or home based program. Head Start is willing to be a placement option for children eligible for Special Education and related service if deemed appropriate at the IEP and parents are in agreement.
5. We will conference with all teachers of dual enrolled children to ensure continuity of programs, building on and reinforcing the objectives set on the IEP.
6. Head Start will obtain written consents of parents to share all information to and from the school district. We will request copies of all evaluations done and all conferences including the IEP. We will observe confidentiality of the information shared.
7. We will notify you of any child in our Early Head Start program meeting disability criteria who turns three years old at least six months in advance of their turning three years of age.
8. Head Start will assist parents in understanding their rights under the provisions of Part B IDEA.

Head Start will participate in transition meetings with Early Intervention and the local school district for all children with disabilities entering the school systems. Head Start will prepare the child and parent for a smooth transition into the school system. Visiting and conference activities will be coordinated with the school personnel.

Head Start will collaborate with the school district to provide one-on-one training to Head Start staff working with the dual enrolled child. An example of this training might be for the Head Start teacher/home visitor to observe and work with the child and the speech therapist during a session.

The school district agrees to:

1. Refer to Head Start when a child does not meet eligibility requirements for a school program or when dual enrolling with Head Start would benefit the child.
2. Invite Head Start staff to attend staffing, IEP and other reviews and/or ongoing conferences on all children in Head Start. If possible, CC the copy of the letter sent to the parent of the child enrolled in the Head Start program.
3. Contact Head Start for our assistance when there is difficulty connecting with or getting response from a parent.
4. Conduct evaluations as needed on children referred for further assessments when the Head Start screening indicates a concern.
5. With written consent of parent, share reports both verbally and written with the appropriate Head Start staff.

KINDERGARTEN TRANSITION AGREEMENT

The following section is for the purpose of promoting smooth and timely transition for the children and families leaving Head Start and going to kindergarten. This agreement allows for anticipation, orientation and information sharing for the families leaving Head Start and going into kindergarten.

Head Start agrees to:

1. Provide all families leaving Head Start to go on to kindergarten with the booklet, “*Head Start to Kindergarten: Another Step Forward*”. The booklet will include a listing of all schools addresses, phone numbers, principal’s name, and names of the kindergarten teachers in Edwards, Gallatin, Hamilton, Saline, Wabash, Wayne and White County school districts.
2. Encourage families to participate in their pre-school round-up and kindergarten registrations. Head Start will provide transportation assistance if necessary.
3. Give the families a copy of their child’s physical, dental and shot records from the program’s files to take with them to their child’s kindergarten registration.

4. Plan, do, and review transition activities with families to help with concerns and raise awareness of the important development milestones. Examples of activities are: reading books about kindergarten and separation, drawing pictures, making books, role playing, etc.
5. Plan, do, and review field trips to local kindergarten classrooms.

The school district agrees to:

1. Provide Head Start with the needed information for compiling the transition booklet.
2. Contact Head Start Education Coordinator with kindergarten registration dates to assist in keeping families informed.
3. Support the Head Start kindergarten field trip.
4. Support Head Start families' and children's participation in activities during the Head Start kindergarten field trip.

****The following outlines steps to coordinate activities with the local educational agencies serving Edwards, Gallatin, Hamilton, Saline, Wabash, Wayne and White Counties in which children participating in the Head Start Program will enroll following their departure from Head Start.***

In joint collaboration, both agencies agree to provide the appropriate services to families involved in local service areas of the educational agency. Both agencies and service providers will work together to provide an integrated system of public dissemination and access to programs for families contacting the Head Start program or any of the preschool programs.

Both agencies agree to share information according to the confidentiality guidelines and will not disclose information without written consent.

Both agencies will make and accept referrals meeting the appropriate guidelines, educational activities, curricular objectives and instruction.

Both agencies will work together to meet the needs of the families through selection priorities for eligible children to be served by programs.

Both agencies will respect the human rights and dignity of persons served with provisions of additional services to meet the needs of working parents as applicable.

The collaboration of services will be a united team effort by providing staff training including opportunities for joint staff training in topics such as academic content standard, instructional methods, and social and emotional development.

Both agencies will provide communication and parent outreach for smooth transitions to kindergarten.

Both agencies will address any communication difficulties individually or through intra-agency meetings or program technical assistance.

Both agencies will collaborate as needed in the shared use of facilities, transportation and any other elements agreed to by the parties to such memorandum.

This agreement and memorandum will begin September 2021 and continue through September 2022. Agreement will be reviewed and renewed annual.

School District Representative/Title	Date
--------------------------------------	------

Lena M. Hicks, CCAP, NCRI Executive Director <i>Wabash Area Development, Inc.</i>	Date
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Alisa Newman, CCAP, NCRI Head Start/Early Head Start Director <i>Wabash Area Development, Inc.</i> <i>Phone: (618) 963-2387</i> <i>Fax: (618) 963-2525</i>	Date
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Agenda Item #8B

403(b) Plan Amendment 2021

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: October 19, 2021

RE: IECC 403(b) Plan Amendment

The SECURE Act, signed December 20, 2019, created a new waiver from the IRC Section 72(t)-additional income tax on retirement plan distributions, if used for childbirth or adoption expenditures. By amending the plan, we can allow such distributions to plan participants, up to \$5,000.

A Qualified Birth or Adoption Distribution (QBOAD) is defined under the Internal Revenue Code as any distribution up to \$5,000 from an applicable eligible retirement plan. An individual may receive a distribution up to one year from the date on which a child of the individual is born or the legal adoption of an eligible adoptee. In the event of multiple births, each parent is entitled to distribute \$5,000 for each child.

I ask the Board's approval to amend the Illinois Eastern Community Colleges Plan to be effective on passage.

RG/akb

Agenda Item #8C

Resolution Establishing Tax Levy Hearing

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: Resolution Establishing Tax Levy Hearing

The Board of Trustees annually adopts a resolution establishing the District's estimated tax levy. If the adoption of that resolution results in a greater than 5% increase in the proposed property tax levy over the previous year's extension (exclusive of bond and interest costs), a tax levy hearing must be held.

The resolution which follows would:

- 1) Establish a fiscal year of July 1, 2022 – June 30, 2023.
- 2) Require the publication of a public notice of a hearing on the tax levy.
- 3) Require a hearing on November 16, 2021.
- 4) Notify the public that a tax levy would be adopted by the Board on November 16, 2021.

I ask the approval of the Resolution Establishing a Tax Levy Hearing.

RG/akb
Attachment

RESOLUTION

ESTIMATED 2021 TAX LEVY

HEARING

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community College District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the tax levy for said community college district for 2021 for taxes due and collectible in 2022:

1. Date of Fiscal Year: July 1, 2022 – June 30, 2023.
2. Publication of Notice of Public Hearing on Tax Levy: After October 26, 2021 and before November 2, 2021.
3. Public Hearing on Tax Levy: November 16, 2021, at the hour of 6:15 p.m. local time, Olney Central College, Olney, Illinois.
4. Adoption of Tax Levy: November 16, 2021, following the Public Hearing.

BY ORDER OF THE BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY COLLEGE
DISTRICT NO. 529

Chairman, Board of Trustees

Date

Secretary, Board of Trustees

Date

Agenda Item #8D

2021 Estimated Tax Levy Resolution

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: 2021 Estimated Tax Levy Resolution

Each year the Board of Trustees certifies the District's estimated tax levy for the year. The 2021 estimated tax levy resolution for taxes due and collectible in 2022 follows this memo.

The resolution establishes the levy for the education fund and the operations and maintenance fund. In addition, the District's certificate of tax levy will carry a statement that an additional levy must be made by each county clerk for each of the outstanding bond issues, tort liability, workers' compensation, audit, protection, health and safety, and unemployment and other insurance.

The attached chart shows the historical tax levy of the District. The estimated tax rate for the 2021 levy is 44.92 cents per \$100 in equalized assessed valuation.

I ask the Board's approval of this Estimated Tax Levy Resolution.

RG/akb
Attachment

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2021**

WHEREAS, the Truth in Taxation Law requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the aggregate amount of property taxes extended or estimated to be extended for 2020 was:

Education Purposes	\$3,081,822
Operations and Maintenance Purposes	1,320,781
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	1,075,000
Protection, Health, and Safety Purposes	150,000
Audit	<u>80,000</u>
Total	\$5,707,603

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2021 is as follows:

Education Purposes	\$3,185,000
Operations and Maintenance Purposes	1,385,000
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	1,090,000
Protection, Health and Safety Purposes	225,000
Audit	<u>70,000</u>
Total	\$5,955,000

WHEREAS, the Truth in Taxation Law, as amended, requires that all taxing districts in the State of Illinois provide a date in the Notice concerning the levies made for debt service made pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

WHEREAS, the aggregate amount of property taxes extended for the bond and interest purposes for 2020 was \$1,818,370; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2021 is \$2,184,211.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees, Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, as follows:

Section 1: The aggregate amount of taxes estimated to be levied for the year 2021, exclusive of bond and interest costs, is \$5,955,000.

Section 2: The aggregate amount of taxes estimated to be levied for the year 2021, exclusive of bond and interest costs, does not exceed 105% of the taxes extended by the district in the year 2020.

Section 3: The aggregate amount of taxes estimated to be levied for the year 2021 for debt service is a 20.1% increase from the taxes extended for debt service for 2020.

Section 4: Public notice shall be given in the following newspapers of general circulation in said district,

Marshall Advocate, Clark County
Robinson Daily News, Crawford County
Toledo Democrat, Cumberland County
The Prairie Post, Edwards County
McLeansboro Gazette, Hamilton County
Lawrenceville Daily Record, Lawrence County
Wayne County Press, Wayne County
The Hometown Register, Clay County, Jasper County,
Richland County, Wabash County & White County

and a public hearing shall be held, all in the manner and time prescribed in said notice, which notice shall be published not more than 14 days nor less than 7 days prior to said hearing, and shall be not less than 1/8 page in size, with type no smaller than twelve (12) point, enclosed in a black border not less than 1/4 inch wide and in substantially the following form:

NOTICE OF PROPOSED TAX INCREASE FOR

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT NO. 529

- I. A public hearing to approve a proposed property tax levy increase for Illinois Eastern Community Colleges District No. 529 for 2021 will be held on November 16, 2021, at 6:15 p.m. at Olney Central College, Olney, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Ryan Hawkins, Chief Financial Officer, 233 East Chestnut Street, Olney, IL 62450; phone: 618.393.2982.

- II. The corporate and special purpose property taxes extended or abated for the year 2020 were \$5,707,603.

The proposed corporate and special purpose property taxes to be levied for 2021 are \$5,955,000. This represents a 4.3% increase over the previous year extension.

- III. The property taxes extended for debt service for 2020 were \$1,818,370.

The estimated property taxes to be levied for debt service and public building commission leases for 2021 are \$2,184,211. This represents a 20.1% increase from the previous year.

- IV. The total property taxes extended or abated for 2020 were \$7,525,973.

The estimated total property taxes to be levied for 2021 are \$8,139,211. This represents an 8.1% increase over the previous year extension.

Section 5: This resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 19th day of October 2021.

BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY COLLEGES
COUNTIES OF RICHLAND, CLARK, CLAY,
CRAWFORD, CUMBERLAND, EDWARDS,
HAMILTON, JASPER, LAWRENCE, WABASH,
WAYNE, AND WHITE
STATE OF ILLINOIS

By: _____

Chairman

ATTEST:

Secretary

**Illinois Eastern Community Colleges
Tax Levy History**

It is necessary to certify our tax levies for tax year 2021. This information and that of prior years is presented below to assist in evaluating next year's levy.

TAX YEAR	ACTUAL EAV	EDUCATIONAL LEVY	BUILDING LEVY	OPERATING LEVY	OPERATING TAX EXTENSION	ACTUAL EXTENSION TAX RATE	
2000	1,010,227,912	1,837,500	787,500	2,625,000	2,525,570	45.13	
2001	1,019,727,226	1,925,000	825,000	2,750,000	2,549,318	44.41	
2002	1,034,733,922	1,925,000	825,000	2,750,000	2,586,835	44.44	
2003	1,023,487,154	1,925,000	825,000	2,750,000	2,558,718	43.72	
2004	1,077,939,382	1,925,000	825,000	2,750,000	2,694,848	44.99	
2005	1,101,476,437	2,100,000	900,000	3,000,000	2,753,691	42.55	
2006	1,109,341,717	2,135,000	915,000	3,050,000	2,773,354	42.71	
2007	1,203,320,686	2,450,000	1,050,000	3,500,000	3,008,302	42.11	
2008	1,373,502,477	2,135,000	915,000	3,050,000	3,019,810	39.36	
2009	1,268,645,929	2,450,000	1,050,000	3,500,000	3,171,615	41.63	
2010	1,266,328,720	2,450,000	1,050,000	3,500,000	3,165,822	43.84	
2011	1,289,013,277	2,450,000	1,050,000	3,500,000	3,202,552	44.46	
2012	1,313,132,171	2,353,750	1,008,750	3,362,500	3,263,408	44.46	
2013	1,316,174,679	2,450,000	1,050,000	3,500,000	3,287,696	46.45	
2014	1,355,971,691	2,450,000	1,050,000	3,500,000	3,389,930	46.01	
2015	1,434,729,746	2,450,000	1,050,000	3,500,000	3,535,634	45.19	
2016	1,487,918,606	2,625,000	1,125,000	3,750,000	3,683,392	43.98	
2017	1,518,650,175	2,712,500	1,162,500	3,875,000	3,793,344	44.44	
2018	1,582,056,888	2,825,000	1,226,500	4,051,500	3,955,636	43.95	
2019	1,676,407,734	2,925,000	1,270,000	4,195,000	4,182,306	42.95	
2020	1,761,041,185	3,115,000	1,325,000	4,440,000	4,402,603	42.48	
						43.77	Average
Estimated:							
2021	1,791,361,838	3,185,000	1,385,000	4,570,000	4,478,404	44.92	(Estimated)

In addition to the Educational and Building Fund, our certificate of tax levy will carry the statement that an additional levy must be made by each county clerk for each of the outstanding bond issuances, for insurance purposes: (tort liability, Medicare, worker's compensation and unemployment), for protection health and safety purposes, and for financial audit purposes.

Agenda Item #8E

Resolution Authorizing Approval of 2020 Newton Station Settlement

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: October 19, 2021

RE: Resolution Authorizing Approval of 2020 Newton Station Settlement

Vistra Energy, owners of the coal-fired power plant located in Newton, IL, have announced their plans to retire the final operating unit by 2025. Vistra approached taxing bodies in early 2019 expressing a desire to pursue a 5-year step down in their assessed valuation for the 2020-2024 tax years. Negotiations between Vistra and legal counsel for the taxing bodies (Robbins-Schwartz) have been ongoing.

On September 29, IECC received notice that a tentative settlement with Vistra had been reached. The 5-year step down in EAV is steep, but the settlement also contains two provisions for a Payment in Lieu of Taxes (PILOT) program.

2020 (payable 2021): EAV 23,000,000.00
2021 (payable 2022): EAV 21,000,000.00
2022 (payable 2023): EAV 15,000,000.00
2023 (payable 2024): EAV 10,000,000.00
2024 (payable 2025): EAV 5,000,000.00

The PILOT programs also allow for a 5-year step down payment to the taxing bodies:

2020 (payable 2021): 1,500,000.00
2021 (payable 2022): 1,500,000.00
2022 (payable 2023): 1,100,000.00
2023 (payable 2024): 750,000.00
2024 (payable 2025): 600,000.00

The second PILOT program in the document would only benefit Jasper County Unit School District.

I would ask the Board's approval of the Resolution Authorizing Approval and Execution of the settlement agreement

RG - Attachment

Agenda Item #8F

IECC Standard Affiliation Agreement

- Burge House
- Harsha Behavioral Center
- Helia Healthcare
- Jasper Co. Health Department
- ProRehab
- Providence Medical Group
- Richland Co. Health Department
- Richland Nursing & Rehab
- Rachel A. Winters, M.D.

Non-Standard Affiliation Agreements

- Lawrence Co. Memorial Hospital
- Encompass Health Deaconess Rehabilitation Hospital
- Select Rehab
- St. Anthony's Memorial Hospital
- Union Hospital

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: Affiliation Agreements

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 a standard clinical affiliation agreement with the following organizations:

- Burge House
- Harsha Behavioral Center
- Helia Healthcare
- Jasper Co. Health Department
- ProRehab
- Providence Medical Group
- Richland Co. Health Department
- Richland Nursing & Rehab
- Rachel A. Winters, M.D.

IECC wishes to enter into a non-standard clinical affiliation agreement with the following organizations:

- Lawrence Co. Memorial Hospital
- Encompass Health Deaconess Rehabilitation Hospital
- Select Rehab
- St. Anthony's Memorial Hospital
- Union Hospital

A copy of the non-standard affiliation agreements has been sent under separate cover. I ask the Board's approval of the affiliation agreements.

RG/sc

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529
Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley
College

CLINICAL AFFILIATION AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____ by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and _____ (hereinafter referred to as AGENCY): of _____

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 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 which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the

Director of Nursing Service or Department 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. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the 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 IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and 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.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT

#529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Associate Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. 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.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. A review of the agreement will be made every three (3) years. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

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

ILLINOIS EASTERN
COMMUNITY COLLEGES
DISTRICT #529

Signature: _____

Chair, IECC Board of Trustees

Name: _____

Date:

Title: _____

Date: _____

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

Agenda Item #9

Bid Committee Report

BID COMMITTEE REPORT

October 19, 2021

Wabash Valley College

1. Former Pool Remodeling Project
2. (2) Nursing Simulator Manikins for WVC's Physical Therapy Asst. Program

TO: Board of Trustees

FROM: Bid Committee

DATE: October 19, 2021

RE: Former Pool Remodeling Project

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

The Bid Committee recommends acceptance of the bid received from John Flach Builders for a total of \$232,200.

Company	Base Bid	Base Bid Plus AB-2	Total Bid
Arc Construction Co. Evansville, IN	\$232,000	\$50,000	\$282,000
Empire Contractors, Inc. Evansville, IN	\$218,400	\$19,500	\$237,900
John Flach Builders Teutopolis, IL	\$208,900	\$23,300	\$232,200

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Renee Smith

Department: Wabash Valley College.

Source of Funds: 2020 PHS Bonds.

Rationale for Purchase: The proposal from John Flach Builders was the lowest responsible bidder in conformity with the bid specifications.

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

1. GENERAL

1.01 DESCRIPTION

A. Former Pool Remodeling Project at
Wabash Valley College
2200 College Drive
Mount Carmel, IL 62863

B. SCOPE OF WORK:

The scope of this project includes but is not necessarily limited to demolition of the existing HVAC system and related material (ADD Alternate Bid AB-1) and replacement with new, along with the addition of electrical lighting and power required for the new Technology program equipment. The existing suspended ceiling and hangers are to remain. All existing walls and exposed structural steel are to be painted (ADD Alternate Bid AB-2).

C. Contracts shall be let for the following work:

Contract No. 1. – General Construction

D. EXISTING CONDITIONS:

As Wabash Valley College will remain open for business during this project, it will be the responsibility of the Contractor/s to coordinate the work schedule with the Owner to provide the least amount of interference as possible. The Contractor/s will be ultimately responsible for the protection of the public from injury due to construction and demolition work being performed on the site.

E. Work by Others:

Not anticipated.

F. EXAMINATION OF DRAWINGS, SPECIFICATIONS & PREMISES:

Prior to submitting his Bid, each Bidder will be held to have examined the premises and have fully acquainted himself with the existing conditions under which he will be obliged to operate and conduct the work. He will further be held to have thoroughly examined all drawings and to have read the General Conditions, the Supplemental Conditions and all of the Specifications which may in any manner affect the work under this contract. Failure to fully acquaint himself with existing conditions or the amount of work involved will NOT be considered subsequently as a basis for extra compensation.

G. Duties:

1. The General Contractor except as specifically noted, shall provide and pay for, as called for in order to perform the work of their Contract:
 - a. Labor, materials and equipment, tools, construction equipment and machines.
 - b. Other facilities and services necessary for proper execution and completion of work.
 - c. Comply with codes, ordinances, rules, regulations, orders, and other legal requirements of public authorities which bear on performance of work.
- H. Permits: As required for the completion of the work shall be secured and paid for by the General Contractor.
- I. Use of Premises: Do not unreasonably encumber site with materials or equipment, or load structure with weight that will endanger the structure. Assume full responsibility for protection and safekeeping of products.
- J. The General Contractor shall protect existing construction from damage or wear from new construction. Any existing construction disturbed by new work shall be repaired or replaced to match the existing conditions.

1.02 COORDINATION

- A. The General Contractor shall schedule, manage, and expedite all work under his contract, coordinating his work with all other Sub-Contractors and trades so that no conflicts of timing or location occur.
- B. The General Contractor shall ultimately be responsible for the coordination of the work of all contracts, subcontractors, and trades, and coordinating the work schedule with the Owner.
- C. Keep Architect/Engineer informed on the progress of work.
 1. Close or cover no work until duly inspected and approved.
 2. Uncover uninspected work and, after approval, repair and/or replace all work at no cost to the Owner.
 3. Notify Architect/Engineer and Owner at least seven (7) days in advance of utility connections, utility shutoff, mechanical equipment and oil line cut overs, street, or alley closings to allow ample time to receive Owner's written approval or procedure to be followed.

4. Coordinate these operations with the Owner and complete same in the minimum amount of time.

D. Protection:

1. Do not close or obstruct streets, entrance drives, sidewalks, or other facilities without permission of the Owner and local authorities.

E. Smoking Policy:

1. Smoking and smokeless tobacco are not allowed on the campus.

1.03 JOB SIGN

- A. A job sign is not required for this project. If a job sign is desired by the Contractor, the design, size, verbiage, and placement must be approved in writing by the Owner and Architect.

1. GENERAL

1.01 PROJECT MANUAL

- A. All applicable requirements of the Project Manual apply to this Section.

1.02 GENERAL REQUIREMENTS

- A. Alternate Bids: There are two required Alternate Bids. Voluntary Alternates, if applicable, shall be performed as directed by the Architect. Additions and Deductions shall include any modifications of work or additional work that the Contractor may be required to perform by reason of acceptance of the Alternates. During the life of the Contract, any Alternate Bid may be accepted or rejected by the Owner for the sum established.
- B. Voluntary Alternates may be submitted by Bidders. They shall be submitted in letter form on the Bidder's business stationery, shall be signed by the same individual(s) signing the Proposal Form and shall be accompanied by sufficient technical data to permit a factual evaluation on the Voluntary Alternate Product(s).

1.03 RELATED REQUIREMENTS SPECIFIED ELSEWHERE

- A. All applicable requirements of the Project Manual, including the Bidding Requirements, General and Supplementary Conditions and General Requirements, apply to this section.
- B. This section describes the changes to be made under Alternate Bids, if applicable.
- C. Coordinate pertinent related work and modify the surrounding work as required to complete the project under each Alternative designated in the Owner-Contractor Agreement.

1.04 DESCRIPTION OF ALTERNATE BIDS

- A. AB-1 – ADD Cooling and demo ductwork in mezzanine.
- B. AB-2 – ADD Paint walls and structural steel.

TO: Board of Trustees

FROM: Bid Committee

DATE: October 19, 2021

RE: (2) Nursing Simulator Manikins for WVC's Physical Therapy Assistant Program

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

The Bid Committee recommends acceptance of the bid received from Laerdal Medical Corporation for a total of \$72,527.77.

Company	Total Bid
CAE Healthcare Sarasota, FL	\$27,300.64
Laerdal Medical Corporation Wappingers Falls, NY	\$72,527.77
Pocket Nurse Monaca, PA	\$78,635.60

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Renee Smith

Department: Physical Therapist Assistant AAS Program.

Source of Funds: Education Fund.

Rationale for Purchase: The proposal from Laerdal Medical Corporation was the lowest responsible bidder in conformity with the bid specifications.

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

REQUEST FOR PROPOSAL

ILLINOIS EASTERN COMMUNITY COLLEGES

TIME AND PLACE OF BIDS

Notice is hereby given that sealed bids for Two (2) Nursing Simulator Manikins for Wabash Valley College's Physical Therapy Assistant program shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, IL 62450 until 10:30 a.m. local time, on Tuesday, October 12, 2021, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

METHOD OF BIDDING

Unit Costs Bids will be received for the following:

- (2) Nursing Anne Simulators – Includes Full Body Manikin with Articulating Arms and Legs. Includes Brunette Wig, Brown Pupil Set, Ostomy Set, Blood Pressure Cuff, Manikin Lubricant Spray, Simulated Blood, Adult Gown and Quick Set Up Guide. One manikin shall have light skin and one shall have dark skin.
- (2) All in One Panel PC – For use as an instructor computer with LLEAP software, LLEAP SimPad, or LLEAP SimPad Plus Patient Monitor.
- (2) SimPad PLUS Only (US) – SimPad PLUS Only (Handheld Remote), with required LLEAP SimPad PLUS license key for access to Manual Mode, Automatic Mode, and Log Viewer Application.
- (2) SimPad Headset and Microphone.
- ValuePlus Nursing Anne Simulator Platinum – Includes Installation, Extended Warranty, Loaner Coverage, and Preventative Maintenance on Site.
- Bid packages should include a minimum 2-day training at Wabash Valley College.

Bids should include all items bid as one contract price.

PREPARATION OF BIDS

Bids shall be executed in accordance with attached forms and delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.

METHOD OF BID EVALUATION

Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

SALES TAX

Retailers Occupational Sales Taxes are not applicable for this project.

SHIPPING & HANDLING

All freight and delivery must be included in bid.

SPECIAL PROVISIONS

Nondiscrimination: There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

Certification of Eligibility: Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

Debarment, Suspension, Ineligibility, and Voluntary Exclusions: No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Specifications for Two (2) Nursing Simulator Manikins for Wabash Valley College's Physical Assistant Program

TWO (2) NURSING SIMULATOR MANIKINS

- (2) Nursing Anne Simulators – Includes Full Body Manikin with Articulating Arms and Legs. Includes Brunette Wig, Brown Pupil Set, Ostomy Set, Blood Pressure Cuff, Manikin Lubricant Spray, Simulated Blood, Adult Gown and Quick Set Up Guide. One manikin shall have light skin and one shall have dark skin.
- (2) All in One Panel PC – For use as an instructor computer with LLEAP software, LLEAP SimPad, or LLEAP SimPad Plus Patient Monitor.
- (2) SimPad PLUS Only (US) – SimPad PLUS Only (Handheld Remote), with required LLEAP SimPad PLUS license key for access to Manual Mode, Automatic Mode, and Log Viewer Application.
- (2) SimPad Headset and Microphone.
- ValuePlus Nursing Anne Simulator Platinum – Includes Installation, Extended Warranty, Loaner Coverage, and Preventative Maintenance on Site.
- Bid packages should include a minimum 2-day training at Wabash Valley College.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO WABASH VALLEY COLLEGE, 2200 COLLEGE DRIVE, MT. CARMEL, IL 62863. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

TOTAL BID \$ _____

APPROX. DELIVERY DATE _____

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

Certified Vendor in accordance with the Business Enterprise Program for Minorities, Females, and Persons with Disabilities Act: Yes No If yes, you must attach a copy of the current letter of certification.

Agenda Item #10

District Finance

A. Financial Report

B. Approval of Financial Obligations

**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
September 30, 2021**

FUND	BALANCE
Educational	\$ 10,551,972.60
Operations & Maintenance	1,688,297.82
Operations & Maintenance (Restricted)	2,546,540.67
Bond & Interest	1,209,648.46
Auxiliary	2,297,190.00
Restricted Purposes	(420,728.28)
Working Cash	901,321.59
Trust & Agency	577,049.44
Audit	(1,455.77)
Liability, Protection & Settlement	615,900.50
TOTAL ALL FUNDS	\$ 19,965,737.03

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
 For the Period Ended September 30, 2021

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES						
Property Taxes	\$ 1,209,800	\$ 520,986	\$ 27,208	\$ 726,609	\$ -	\$ -
Replacement Taxes	11,937	11,937	-	-	-	-
ICCB Grants	3,066,244	-	-	-	-	-
Federal Grants	-	-	-	-	-	2,644,592
Tuition & Fees	5,504,229	513,420	-	-	152,203	-
Charges for Services	-	-	-	-	961,936	-
Interest	17,622	3,858	4,452	1,553	5,300	2
Other Revenues	10,916	5,718	-	-	68,582	4,583
Total Revenues	9,820,748	1,055,919	31,660	728,162	1,188,021	2,649,177
EXPENDITURES						
Payroll	2,328,461	193,432	-	-	344,804	305,769
Benefits	431,984	44,687	-	-	39,151	78,626
Contractual Services	328,179	148,700	56,006	-	64,379	74,179
Supplies	831,670	83,897	2,133	-	744,615	49,363
Travel	26,458	-	-	-	35,365	7,763
Fixed	15,790	5,607	-	-	131,961	132,324
Utilities	13,330	228,382	-	-	-	-
Capital Outlay	4,332	59,804	154,116	-	6,799	70,092
Other	28,465	-	-	-	84,108	609,696
Scholarships, Student Grants, & Waivers	1,922,049	-	-	-	118,684	1,628,567
Total Expenditures	5,930,718	764,509	212,255	-	1,569,866	2,956,379
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,890,030	291,410	(180,595)	728,162	(381,845)	(307,202)
TRANSFERS						
Net Transfers	(1,327,761)	-	-	-	1,327,761	-
Total Transfers	(1,327,761)	-	-	-	1,327,761	-
Net Change in Fund Balance	2,562,269	291,410	(180,595)	728,162	945,916	(307,202)
Fund Balance - Beginning	9,837,707	2,950,022	6,698,337	481,486	7,827,145	536,234
Fund Balance - Ending	\$ 12,399,976	\$ 3,241,432	\$ 6,517,742	\$ 1,209,648	\$ 8,773,061	\$ 229,032

Illinois Eastern Community Colleges						
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)						
For the Period Ended September 30, 2021						
		Working Cash	Trust & Agency		Liability,	
		Fund	Fund	Audit Fund	Protection and	Total Funds
					Settlement Fund	
REVENUES						
Property Taxes		\$ -	\$ -	\$ 32,461	\$ 426,714	\$ 2,943,778
Replacement Taxes		-	-	-	-	23,874
ICCB Grants		-	-	-	-	3,066,244
Federal Grants		-	-	-	-	2,644,592
Tuition & Fees		-	-	-	-	6,169,852
Charges for Services		-	22,202	-	-	984,138
Interest		3,256	925	14	1,049	38,031
Other Revenues		-	382,675	-	-	472,474
	Total Revenues	<u>3,256</u>	<u>405,802</u>	<u>32,475</u>	<u>427,763</u>	<u>16,342,983</u>
EXPENDITURES						
Payroll		-	-	-	-	3,172,466
Benefits		-	-	-	72,881	667,329
Contractual Services		-	7,533	21,900	45,382	746,258
Supplies		-	823	-	-	1,712,501
Travel		-	15	-	-	69,601
Fixed		-	-	-	325,999	611,681
Utilities		-	-	-	-	241,712
Capital Outlay		-	-	-	-	295,143
Other		-	-	-	-	722,269
Scholarships, Student Grants, & Waivers		-	176,228	-	-	-
	Total Expenditures	<u>-</u>	<u>184,599</u>	<u>21,900</u>	<u>444,262</u>	<u>12,084,488</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures		<u>3,256</u>	<u>221,203</u>	<u>10,575</u>	<u>(16,499)</u>	<u>4,258,495</u>
TRANSFERS						
Net Transfers		-	-	-	-	-
	Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance		<u>3,256</u>	<u>221,203</u>	<u>10,575</u>	<u>(16,499)</u>	<u>4,258,495</u>
Fund Balance - Beginning		6,333,698	454,346	(12,031)	609,446	35,716,390
Fund Balance - Ending		<u>\$ 6,336,954</u>	<u>\$ 675,549</u>	<u>\$ (1,456)</u>	<u>\$ 592,947</u>	<u>\$ 39,974,885</u>

ILLINOIS EASTERN COMMUNITY COLLEGES			
Comparative Combined Balance Sheets - All Funds			
September 30, 2021			
		ALL FUNDS	
		Fiscal	Fiscal
		Year	Year
		2022	2021
ASSETS:			
CASH		\$ 19,965,737	\$ 22,690,666
IMPREST FUND		21,300	21,300
CHECK CLEARING		14,500	14,500
CDB PROJECT TRUST		4,012,365	226,284
INVESTMENTS		12,226,334	9,825,000
RECEIVABLES		3,140,911	3,457,520
ACCRUED REVENUE		38,120	-
INVENTORY		749,825	525,167
OTHER ASSETS		475,500	482,933
FIXED ASSETS (Net of Depr)		16,553,701	16,200,352
TOTAL ASSETS AND OTHER DEBITS:		\$ 57,198,293	\$ 53,443,722
LIABILITIES:			
PAYROLL DEDUCTIONS PAYABLE		\$ 8,138	\$ (223,155)
ACCOUNTS PAYABLE		480,842	222,620
DEFERRED REVENUE		132,278	130,770
L-T DEBT GROUP (FUND 9)		7,676,062	7,537,985
OPEB (Prior Year Restated for GASB 75 Implementation)		15,176,595	15,855,669
OTHER LIABILITIES		-	-
TOTAL LIABILITIES:		23,473,915	23,523,889
FUND BALANCES:			
FUND BALANCE		24,611,209	24,364,429
INVESTMENT IN PLANT (Net of Depr)		16,553,701	16,200,352
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)		(22,852,657)	(23,393,654)
RESERVE FOR ENCUMBRANCES		15,412,125	12,748,706
TOTAL EQUITY AND OTHER CREDITS		33,724,378	29,919,833
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS		\$ 57,198,293	\$ 53,443,722

**ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2020-2022**

College	Category	FISCAL YEAR 2020			FISCAL YEAR 2021			FISCAL YEAR 2022			
		Budget	Spent Thru September	% of Budget	Budget	Spent Thru September	% of Budget	Budget	Spent Thru September	% of Budget	% of Year
Frontier	Bills		\$ 187,406			\$ 139,405			\$ 136,817		
	Payroll		389,845			336,389			325,650		
	Waivers		380,831			259,655			221,108		
	Totals	\$ 4,370,599	958,082	22%	\$ 3,688,586	735,449	20%	\$ 3,688,586	683,575	19%	25%
Lincoln Trail	Bills		272,124			\$ 237,984			\$ 245,652		
	Payroll		369,873			339,936			378,140		
	Waivers		450,124			505,656			411,262		
	Totals	\$ 5,365,117	1,092,121	20%	\$ 4,977,953	1,083,576	22%	\$ 4,977,953	1,035,054	21%	25%
Olney Central	Bills		387,622			\$ 304,571			\$ 380,870		
	Payroll		753,245			666,019			653,304		
	Waivers		422,425			435,948			321,837		
	Totals	\$ 7,669,580	1,563,292	20%	\$ 7,367,058	1,406,538	19%	\$ 7,367,058	1,356,011	18%	25%
Wabash Valley	Bills		375,027			\$ 266,154			\$ 268,172		
	Payroll		509,709			493,661			486,603		
	Waivers		797,835			582,044			687,676		
	Totals	\$ 6,449,215	1,682,571	26%	\$ 5,775,220	1,341,859	23%	\$ 5,775,220	1,442,451	25%	25%
Workforce Educ.	Bills		48,048			\$ 40,069			\$ 34,501		
	Payroll		204,746			178,408			165,342		
	Waivers		1,885			258,594			175,648		
	Totals	\$ 4,396,670	254,679	6%	\$ 3,378,641	477,071	14%	\$ 3,378,641	375,491	11%	25%
District Office	Bills		67,853			\$ 51,218			\$ 99,859		
	Payroll		232,154			196,386			261,325		
	Waivers		-			-			-		
	Totals	\$ 1,551,484	300,007	19%	\$ 1,991,105	247,604	12%	\$ 1,991,105	361,184	18%	25%
District Wide	Bills		505,400			\$ 530,939			\$ 1,085,413		
	Payroll		194,091			159,246			251,529		
	Waivers		66,919			83,447			104,516		
	Totals	\$ 3,107,121	766,410	25%	\$ 7,148,722	773,632	11%	\$ 7,148,722	1,441,458	20%	25%
GRAND TOTALS		\$32,909,786	\$ 6,617,162	20%	\$ 34,327,285	\$ 6,065,729	18%	\$34,327,285	\$ 6,695,224	20%	25%

ILLINOIS EASTERN COMMUNITY COLLEGES

Operating Funds Expense Report

September 30, 2021

	FY 2022		FY 2021		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Salaries	\$ 2,521,893	37.67%	2,370,045	39.07%	\$ 151,848
Employee Benefits	476,671	7.12%	489,941	8.08%	(13,270)	-2.708%
Contractual Services	476,879	7.12%	154,221	2.54%	322,658	209.218%
Materials	915,567	13.67%	475,201	7.83%	440,366	92.669%
Travel & Staff Development	26,458	0.40%	10,869	0.18%	15,589	143.426%
Fixed Charges	21,397	0.32%	107,807	1.78%	(86,410)	-80.152%
Utilities	241,711	3.61%	224,385	3.70%	17,326	7.722%
Capital Outlay	64,136	0.96%	84,076	1.39%	(19,940)	-23.717%
Other	1,950,512	29.13%	2,149,184	35.43%	(198,672)	-9.244%
	<u>\$ 6,695,224</u>	<u>100.00%</u>	<u>\$ 6,065,729</u>	<u>100.00%</u>	<u>\$ 629,495</u>	<u>10.378%</u>

Agenda Item #11

Executive Session

Agenda Item #12

Approval of Executive Session Minutes

A. Written Executive Session Minutes

B. Audio Executive Session Minutes

Agenda Item #13

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: October 19, 2021
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the October Personnel Report. Additional information for items 400.1, 400.2, and 400.4 have been sent under separate cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Special Assignments**
- 400.4. Resignation Ratifications**

PERSONNEL REPORT

400.1. Employment of Personnel

A. Faculty

1. Joseph Myers, Workforce Education Instructor, effective November 1, 2021.

B. Classified

1. Holly Burns, TRIO Upward Bound Counselor, WVC/DO, effective October 25, 2021.
2. Dakota Hulett, Groundskeeper, OCC, effective October 25, 2021.
3. Whitney McCullough, TRIO Upward Bound Counselor, LTC/DO, effective October 25, 2021.
4. Tiffany Starwalt, Student Services Specialist, OCC, effective October 25, 2021.
5. Robin Zachary, Custodian, LTC, effective October 25, 2021.
6. Cathy Ziegler, Student Services Specialist, LTC, effective October 25, 2021.

C. Classified, Temporary

1. Tyler Akers, Site Facilitator, DO, effective October 1, 2021.
2. Tyler Beehn, Site Facilitator, DO, effective October 1, 2021.
3. Wanda Jones, Site Facilitator, DO, effective October 13, 2021.
4. Zachary Wingert, Site Facilitator, DO, effective September 28, 2021.

400.2. Change in Status

A. Professional, Non-Faculty, Exempt

1. Ashley Bigard, Advising Specialist, Title III, OCC, to Project Director, Title III, OCC, effective October 25, 2021, pending Department of Education approval.

400.3. Special Assignments

A. Classified

1. Julie Bullard, Program Advisor, Allied Health, OCC, \$500, Fall 2021.
2. Linda Horn, Program Advisor, Allied Health, OCC, \$1,000, Fall 2021.

400.4. Resignation Ratification

A. Faculty

1. Brittany Caparas, Nursing Instructor, LTC/OCC, effective December 4, 2021.

B. Professional Non-Faculty, Non-Exempt

1. Tyler Burr, Coordinator of Public Information & Marketing, WVC, effective January 15, 2022.

C. Classified

1. Christina Nation, Office Assistant, FCC, effective October 9, 2021.
2. Kimberly Hambleton, Program Assistant, Workforce Education, effective October 27, 2021.

Agenda Item #14

Collective Bargaining

Agenda Item #15

Litigation

Agenda Item #16

Other Items

Agenda Item #17

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	\$11,160,000	_____							
Applied Arts Building Roof - WVC	CDB	\$295,000	_____	_____	_____	_____	_____	_____	_____	_____
Applied Technology Center - OCC	CDB	\$3,076,400	_____							
Power Hub - WVC	CDB	\$300,000	_____							
LTC - Performing Arts Building	Local	\$853,800	_____	_____	_____	_____	_____	_____	_____	_____
DW - HVAC Replacements	PHS	\$1,786,230	_____	_____						
WVC - Pool Infill	PHS	\$285,500	_____	_____	_____	_____	_____	_____	_____	_____
FCC - Mason Hall Classroom Remodel	Title III	\$239,900	_____	_____	_____	_____	_____	_____	_____	_____
LTC - Crawford County Recreational Center	Local	\$3,733,000	_____							
GRAND TOTAL		\$27,640,859	Board Approval	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted